



BOARD MEETING AGENDA
Monday, August 13, 2018
Regular Meeting - 7:00 P.M.

Union Sanitary District
Administration Building
5072 Benson Road
Union City, CA 94587

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

- Motion 4. Approve Minutes of the Special Meeting of July 16, 2018.

- Motion 5. Approve Minutes of the Special Meeting of July 17, 2018.

- Motion 6. Approve Minutes of the Regular Meeting of July 23, 2018.

- Motion 7. Approve Minutes of the Special Meeting of July 24, 2018.

8. Written Communications.

9. Oral Communications.
The public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District office at least one working day prior to the meeting). This portion of the agenda is where a member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction that is not on the agenda. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. Oral comments are limited to three minutes per individuals, with a maximum of 30 minutes per subject. Speaker's cards will be available in the Boardroom and are to be completed prior to discussion.

- Motion 10. Consider a Resolution to Quitclaim One Existing Sanitary Sewer Easement Between Christy Street and Cushing Parkway in the City of Fremont *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 11. Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 8163 – Mission Boulevard Townhomes, Located on Mission Boulevard Between Stevenson Boulevard and Walnut Avenue in the City of Fremont *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 12. Consider Creating an Ad Hoc Committee on East Bay Dischargers Authority (EBDA) JPA Negotiations and Appoint Two Board Members to the Committee.

- Motion 13. Review and Consider Approval of Organizational Performance Job Classification Series and Salary Range.

- | | |
|-------------|--|
| Information | 14. Solar and Cogeneration Facilities Operational Update <i>(to be reviewed by the Budget & Finance Committee)</i> . |
| Information | 15. Board of Directors Internal Committee Assignments for Fiscal Year 2019. |
| Information | 16. Check Register. |
| Information | 17. Committee Meeting Reports. <i>(No Board action is taken at Committee meetings)</i> : <ul style="list-style-type: none"> a. Legal/Community Affairs Committee – Wednesday, August 8, 2018, at 4:00 p.m. <ul style="list-style-type: none"> • Director Lathi and Director Kite b. Budget & Finance Committee – Friday, August 10, 2018, at 11:00 a.m. <ul style="list-style-type: none"> • Director Toy and Director Kite c. Legislative Committee – will not meet. d. Audit Committee – will not meet. e. Personnel Committee – will not meet. f. Engineering and Information Technology Committee – will not meet. |
| Information | 18. General Manager’s Report. <i>(Information on recent issues of interest to the Board)</i> . |
| | 19. Other Business: <ul style="list-style-type: none"> a. Comments and questions. <i>Directors can share information relating to District business and are welcome to request information from staff.</i> b. Scheduling matters for future consideration. |
| | 20. Adjournment – The Board will adjourn to a Special Meeting in the Boardroom on Tuesday, August 21, 2018, at 6:00 p.m. |
| | 21. Adjournment – The Board will then adjourn to a Regular Meeting in the Boardroom on Monday, August 27, 2018, at 7:00 p.m. |

The Public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District at least one working day prior to the meeting).
 If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board’s jurisdiction but not on the agenda, the speaker will be heard at the time “Oral Communications” is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker’s cards will be available in the Boardroom and are to be completed prior to discussion of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager’s office at (510) 477-7503 at least 24 hours in advance of the meeting. THE PUBLIC IS INVITED TO ATTEND



LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING
Committee Members: Director Lathi and Director Kite

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Wednesday, August 8, 2018
4:00 p.m.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR KITE FROM THE EXTERIOR OF 35040 NEWARK BOULEVARD, NEWARK, CALIFORNIA. THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR LATHI FROM THE GUEST PARKING AREA ON OCASO CAMINO, WEST OF AND CLOSEST TO THE INTERSECTION OF PASEO PADRE PARKWAY IN FREMONT, CALIFORNIA. THE TELECONFERENCE LOCATIONS SHALL BE ACCESSIBLE TO THE PUBLIC.

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Regular Board meeting of August 13, 2018:
 - Consider a Resolution to Quitclaim One Existing Sanitary Sewer Easement Between Christy Street and Cushing Parkway in the City of Fremont
 - Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 8163 – Mission Boulevard Townhomes, Located on Mission Boulevard Between Stevenson Boulevard and Walnut Avenue in the City of Fremont

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

The Public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District at least one working day prior to the meeting).

If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board's jurisdiction but not on the agenda, the speaker will be heard at the time "Public Comment" is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards will be available and are to be completed prior to discussion of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.

THE PUBLIC IS INVITED TO ATTEND



BUDGET & FINANCE COMMITTEE MEETING
Committee Members: Director Toy and Director Kite

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Friday, August 10, 2018
11:00 a.m.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR KITE FROM THE EXTERIOR OF
35040 NEWARK BOULEVARD, NEWARK, CALIFORNIA. THE TELECONFERENCE LOCATION SHALL BE
ACCESSIBLE TO THE PUBLIC.**

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Regular Board meeting of August 13, 2018:
 - Solar and Cogeneration Facilities Operational Update

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

The Public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District at least one working day prior to the meeting).

If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board's jurisdiction but not on the agenda, the speaker will be heard at the time "Public Comment" is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards will be available and are to be completed prior to discussion of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.

THE PUBLIC IS INVITED TO ATTEND

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
July 16, 2018**

CALL TO ORDER

President Kite called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Pat Kite, President
Anjali Lathi, Vice President
Manny Fernandez, Secretary
Jennifer Toy, Director
Tom Handley, Director

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Tim Grillo, Research and Support Team Coach
Laurie Brenner, Business Services Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Roelle Balan, Tri-City Voice Newspaper

**ADOPT A RESOLUTION DECLARING THE RESULTS OF THE STATEWIDE DIRECT
PRIMARY ELECTION HELD JUNE 5, 2018**

District Counsel Murphy stated the Board adopted Resolution No. 2824, Calling the June 5, 2018 Election for Two Directors, and Resolution No. 2825 Consolidating the Union Sanitary District Election with the Statewide Direct Primary Election on June 5, 2018, at the Board meeting held January 22, 2018. Director Tom Handley, and Director Jennifer Toy, were the only candidates for Ward 3, and were reappointed by the County to serve terms expiring June 2022. Staff recommended the Board adopt a resolution announcing the results of the election held June 5, 2018.

It was moved by Vice President Lathi, seconded by Secretary Fernandez, to adopt Resolution No. 2831 Announcing the Results of the Election Held June 5, 2018. Motion carried unanimously.

SWEARING IN OF REAPPOINTED BOARDMEMBERS TOM HANDLEY AND JENNIFER TOY

General Manager Eldredge stated Board Clerk McEvoy would administer the oaths of office.

Board Clerk McEvoy administered the oath of office to Reappointed Boardmembers Tom Handley and Jennifer Toy.

President Kite recessed the meeting at 7:04 p.m. for a reception honoring reappointed Boardmembers.

President Kite reconvened the meeting at 7:11 p.m.

ELECTION OF OFFICERS FOR THE BOARD OF DIRECTORS FOR FISCAL YEAR 2019

District Counsel Murphy stated Policy 3070, Boardmember Officers and Committee Membership, was adopted by the Board in December of 2016. The policy states the Board shall annually elect by majority vote the President, Vice-President, and Secretary for one-year terms to coincide with the fiscal year.

It was moved by Vice President Lathi, seconded by Secretary Fernandez, that Anjali Lathi would serve as President, Manny Fernandez would serve as Vice President, and Jennifer Toy would serve as Secretary for Fiscal Year 2019. Motion carried unanimously.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

APPROVE MINUTES OF THE MEETING OF JUNE 25, 2018

It was moved by Director Handley, seconded by Vice President Lathi, to approve the Minutes of the Regular Meeting of June 25, 2018. Motion carried unanimously.

CONSIDER APPROVAL OF UPDATED POLICY NO. 2930, INSPECTION AND PRODUCTION OF PUBLIC RECORDS

This item was reviewed by the Legal/Community Affairs Committee. Board Clerk McEvoy reviewed the desk item prepared by staff showing additional edits to the Policy as requested by the Legal/Community Affairs Committee. The Board agreed to the additional edits by consensus. Staff recommended the Board adopt updated Policy No. 2930, Inspection and Production of Public Records.

It was moved by Vice President Lathi, seconded by Director Fernandez, to Approve Updated Policy No. 2930, Inspection and Production of Public Records. Motion carried unanimously.

CONSIDER APPROVAL OF UPDATED POLICY NO. 3020, BOARD AGENDA PACKET

This item was reviewed by the Legal/Community Affairs Committee. Board Clerk McEvoy stated staff worked in conjunction with legal counsel to simplify the Policy for clarity. Staff recommended the Board approve updated Policy No. 3020, Board Agenda Packet.

It was moved by Vice President Lathi, seconded by Director Handley, to Approve Updated Policy No. 3020, Board Agenda Packet. Motion carried unanimously.

AWARD THE CONSTRUCTION CONTRACT FOR THE CAST IRON/PIPING LINING PROJECT, PHASE VII TO NOR-CAL PIPELINE SERVICES

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated this Project is the seventh phase of the District's effort to use the cured-in-place trenchless method to rehabilitate sewers throughout the service area. The District received three bids for the Project, and Nor-Cal Pipeline Services was the apparent low bidder. Nor-Cal will have 100 calendar days to complete the Project from Notice to Proceed. Staff will provide construction management and inspection for the Project. Staff recommended the Board award the construction contract for the Cast Iron/Piping Lining Project – Phase VII to Nor-Cal Pipeline Services in the amount of \$290,989.

It was moved by Secretary Fernandez, seconded by Director Toy, to Award the Construction Contract for the Cast Iron/Piping Lining Project, Phase VII to Nor-Cal Pipeline Services. Motion carried unanimously.

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority (EBDA) Meeting of June 21, 2018

Director Toy provided an overview of the June 21, 2018, EBDA Commission meeting.

Check Register

Staff answered Boardmember questions regarding the check register included in the Board meeting packet.

COMMITTEE MEETING REPORTS:

The Engineering and Information Technology and Legal/Community Affairs Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge stated the District will present a ceremonial resolution honoring former EBDA General Manager Mike Connor when he is available to attend a Board meeting in October.
- General Manager Eldredge attended an East Bay Water Recycling Summit, hosted by Dublin San Ramon Services District in June. The group plans to reconvene annually.
- The Annual California Association of Sanitation Agencies Conference will be held in Monterey August 8-10, 2018.
- A Board Closed Session will be held in the Boardroom beginning at 6:00 p.m. on Tuesday, July 17, 2018.
- The Board Workshop scheduled for July 24, 2018, will cover the Draft Newsletter and changes to the Organizational Performance Program Manager position before the Board adjourns to a Closed Session.

OTHER BUSINESS:

Secretary Fernandez stated he attended the Alameda County Special District's Association meeting as alternate.

ADJOURNMENT:

The meeting was adjourned at 7:45 p.m. to a Special Meeting Closed Session in the Boardroom on Tuesday, July 17, 2018, at 6:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

MANNY FERNANDEZ
SECRETARY

APPROVED:

PAT KITE
PRESIDENT

Adopted this 13th day of August 2018

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
July 17, 2018**

CALL TO ORDER

President Lathi called the special meeting to order at 6:00 p.m.

ROLL CALL

PRESENT: Anjali Lathi, President
Manny Fernandez, Vice President
Jennifer Toy, Secretary
Tom Handley, Director
Pat Kite, Director

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Gene Boucher, Human Resources Manager
Glenn Berkheimer, Industrial Employers Distributors Association

ORAL COMMUNICATIONS

There were no oral communications.

CLOSED SESSION

The Board adjourned to Closed Session for the following matter:

CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)

Agency designated representatives:

Paul Eldredge
Glenn Berkheimer
Gene Boucher

Employee Organization:

Service Employees International Union, Local 1021 (SEIU)

The Board reconvened to Open Session. President Kite reported there was no reportable action.

ADJOURNMENT:

The special meeting was adjourned at approximately 8:30 p.m. to the next Regular Board Meeting in the Boardroom on Monday, July 23, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 13th day of August, 2018

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
July 23, 2018**

CALL TO ORDER

President Lathi called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Anjali Lathi, President
Manny Fernandez, Vice President
Jennifer Toy, Secretary
Tom Handley, Director
Pat Kite, Director

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Laurie Brenner, Business Services Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters

JUNE 2018 MONTHLY OPERATIONS REPORT

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided details regarding two odor complaints, and an overview of the June 2018 Monthly Operations Report included in the Board meeting packet. Business Services Coach Brenner provided an overview of the June 2018 financial reports.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

AWARD THE CONTRACT FOR THE TEMPORARY CALCIUM NITRATE CHEMICAL FEED SYSTEM TO THATCHER COMPANY OF CALIFORNIA, INC. FOR THE ODOR CONTROL ALTERNATIVES STUDY

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board authorized the General Manager to execute an agreement and Task Order No. 1 with CH2M in the amount of \$139,801 to conduct the Odor Control Alternatives Study. CH2M completed three air sampling events at the Plant as well as the vicinity of odor complaints in April, June, and August 2017. It was concluded that odors at the Plant were reduced in the dispersion model with the occasional dosing of chemicals in the collection system. Task Order No. 2, approved by the Board February 26, 2018, included sampling and evaluation of the collection system and force main odors and conduct bench tests of various chemicals. CH2M recommended two odor control technology alternatives be pilot tested at the Newark and Irvington Pump Stations over a three-month period. Staff recommended the Board award the contract for a temporary calcium nitrate chemical feed system to Thatcher Company of California, Inc. in the amount of \$112,482.78 for the Odor Control Alternatives Study.

It was moved by Vice President Fernandez, seconded by Director Handley, to Award a Contract for Temporary Calcium Nitrate Chemical Feed System to Thatcher Company of California, Inc. in the Amount of \$112,482.78 for the Odor Control Alternatives Study. Motion carried unanimously.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH HAZEN AND SAWYER FOR THE SECONDARY TREATMENT PROCESS IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Hazen and Sawyer presented an approach to optimize current secondary treatment processes and leverage use of existing infrastructure at the Plant. The District proposed a 12 – 15 week period to test the approach. The purpose of Task Order No. 1 is to have Hazen and Sawyer validate the feasibility of their approach before staff considers implementation of the proposed solutions. Staff recommended the Board authorize the General Manager to execute an agreement and Task Order No. 1 with Hazen and Sawyer in the amount of \$177,374 for the Secondary Treatment Process Improvements Project.

It was moved by Secretary Toy, seconded by Director Kite, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Hazen and Sawyer in the Amount of \$177,374 for the Secondary Treatment Process Improvements Project. Motion carried unanimously.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AMENDED AND RESTATED STANDBY EMERGENCY SERVICES ASSISTANCE AGREEMENT WITH MCGUIRE AND HESTER

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the District and McGuire and Hester are parties to a Standby Emergency Services Assistance Agreement dated

February 15, 2006, which provides the District immediate/first-priority access to at least one large track excavator machine with operator to assist with repair of damaged facilities in an emergency. The proposed Amended and Restated Standby Emergency Services Assistance Agreement provides McGuire and Hester will continue to provide an excavator and operator in the event of an emergency. In addition, the proposed agreement specifies McGuire and Hester shall be prepared to provide additional construction services, equipment, and personnel in the event of an emergency if requested by the District. Staff recommended the Board approve and authorize the General Manager to execute an Amended and Restated Standby Emergency Services Assistance Agreement with McGuire and Hester, with minor revisions that may be approved by the General Manager in consultation with General Counsel.

It was moved by Director Kite, seconded by Director Handley, to Approve and Authorize the General Manager to Execute an Amended and Restated Standby Emergency Services Assistance Agreement with McGuire and Hester, with Minor Revisions that may be Approved by the General Manager in Consultation with General Counsel. Motion carried unanimously.

INFORMATION ITEMS:

Cal-Card Quarterly Activity Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated the CAL-Card Merchant Spend Analysis included in the Board meeting packet details activity for the fourth quarter of Fiscal Year 2018, and responded to Board questions.

Check Register

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Budget & Finance, Engineering and Information Technology, and Legal/Community Affairs Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- The Board Workshop and Closed Session will be held in the Alvarado Conference Room Tuesday, July 24, 2018, at 5:30 p.m.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:32 p.m. to a Special Meeting in the Alvarado Conference Room on Tuesday, July 24, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 13th day of August 2018

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
July 24, 2018**

CALL TO ORDER

President Kite called the special meeting to order at 5:40 p.m.

ROLL CALL

PRESENT: Anjali Lathi, President
Manny Fernandez, Vice President
Jennifer Toy, Secretary
Tom Handley, Director
Pat Kite, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Leah Castella, District Special Counsel
Michelle Powell, Communications and Intergovernmental Relations Coordinator

PUBLIC COMMENT

There was no public comment.

BOARD WORKSHOP

General Manager Eldredge presented information regarding the Organizational Performance Program Manager Job Description.

General Manager Eldredge and Communications and Intergovernmental Relations Coordinator Powell presented the draft District newsletter and received feedback from the Board.

CLOSED SESSION

The Board adjourned to a Closed Session to confer with legal counsel as follows:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One potential case

The Board reconvened to Open Session. President Kite stated there was no reportable action.

ADJOURNMENT:

The special meeting was adjourned at approximately 8:00 p.m. to the next Regular Board Meeting in the Boardroom on Monday, August 13, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 13th day of August, 2018



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 3, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Manager of Technical Services
Rollie Arbolante, Customer Service Team Coach
Rod Schurman, Associate Engineer

SUBJECT: Agenda Item No. 10 - Meeting of August 13, 2018
**Consider a Resolution to Quitclaim One Existing Sanitary Sewer Easement
between Christy Street and Cushing Parkway, in the City of Fremont**

Recommendation

Consider a resolution to quitclaim one existing sanitary sewer easement between Christy Street and Cushing Parkway, in the city of Fremont.

Background

In 1963, Bailey Farms Co. and Roland Lawrence Jr. granted a 15-foot wide and approximately 2600-foot long sanitary sewer easement to the District. The easement extends south from Christy Street through the property identified as Lot 3 of Parcel Map 7723, APN 525-132604900, and terminates at Cushing Parkway. A vicinity map is attached.

The subject easement contained a 10-inch and a 12-inch sanitary sewer mains that were constructed in 1964 to convey wastewater to the 36" trunk sewer in Cushing Parkway. In 2011, as part of the Tract 8049 Pacific Commons Area 5 improvements, wastewater flow was rerouted to a new sewer main constructed in Bunche Drive and the 10-inch and 12-inch sewers in the easement were converted to an overflow line, which was to be abandoned once the property is developed. A USD permit was issued in March 2018 for the abandonment of the main in advance of the property being developed. The sewer main and facilities within the easement have now been abandoned and the work approved by USD.

District staff has reviewed the legal description and plat map of the easement to be quitclaimed, as well as the quitclaim deed, and recommends approval.

PRE/SEG/RA/RS:dl

Attachments: Vicinity Map
Resolution
Quitclaim Deed Easement with Exhibits A, B & C



Vicinity Map, Easement to be Quitclaimed, Fremont



Legend

- Railroad / BART
 - <all other values>
 - BART
- Public Right of Way
- Private Right of Way
- Parcels
 - <all other values>
 - Alameda Cnty Flood Cntrl

499.9 0 249.96 499.9 Feet

1: 5,999



Printed: 7/3/2018 1:28 PM

For USD use only

The information on this map is provided by Union Sanitary District (USD) for internal use only. Such information is derived from multiple sources which may not be current, be outside the control of USD, and may be of indeterminate accuracy. The information provided hereon may be inaccurate or out of date and any person or entity who relies on said information for any purpose whatsoever does so solely at their own risk.

Notes

RESOLUTION NO. _____

**QUITCLAIM ONE EXISTING SANITARY SEWER EASEMENT
BETWEEN CHRISTY STREET AND CUSHING PARKWAY,
IN THE CITY OF FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby quitclaims its interest in the 15-foot wide sanitary sewer easement in the property identified as Lot 3 of Parcel Map 7723, APN 525-132604900, located in the city of Fremont and as described in the Quitclaim Deed and by the legal description, original grant of easement, and plat map, attached as Exhibits A, B and C, respectively.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on August 23, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

Recording requested by
and when recorded
return to:

UNION SANITARY DISTRICT
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

QUITCLAIM DEED - EASEMENT

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, UNION SANITARY DISTRICT, a public sanitary district, does hereby REMISE, RELEASE AND QUITCLAIM to PACIFIC COMMONS OWNER, LP, and its successors, and assigns the real property in the City of FREMONT, County of ALAMEDA, State of CALIFORNIA, described as follows:

One sanitary sewer easement, fifteen feet in width, granted to the Union Sanitary District as described in document number AU171925 of the Official Records of Alameda County, more particularly described in Exhibit A, attached as Exhibit B, and portrayed graphically in Exhibit C hereto.

Dated this 13th day of August 2018.

ANJALI LATHI
President, Board of Directors
Union Sanitary District

EXHIBIT 'A'
Legal Descriptions
Sewer Easement to be Abandoned

All that certain real property situated in the City of Fremont, County of Alameda, State of California, being more particularly described as follows:

That certain strip of land, fifteen (15) feet in width, as described in that certain "Grant of Easement for Sewer Purposes" recorded on October 17, 1963, under Instrument No. AU171925 in Reel 1021 at Image 120 of Alameda County Official Records.

Said "Grant of Easement" is attached hereto and labeled as "Exhibit B" and by this reference is made a part hereof.

Also attached hereto is an exhibit labeled "Exhibit C: Union Sanitary District Easement" and by this reference is made a part hereof.

GRANT OF EASEMENTFOR SEWER PURPOSES

THIS INDENTURE, made this 2nd day of October, 1963,
by and between BAILEY FARMS, CO., a United corporation, and ROLAND
LAWRENCE, JR., the Parties of the First Part, and UNION SANITARY
DISTRICT, Alameda County, California, a public corporation, the Party
of the Second Part,

W I T N E S S E T H:

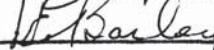
That said Parties of the First Part do hereby grant to the Party
of the Second Part and to its successors and assigns forever, for the
uses and purposes herein stated, the rights of way and easements here-
inafter described, located in the City of Fremont, County of Alameda,
State of California:

A strip of land ~~five~~ fifteen (15) feet in width extending from the north-
eastern line of that 10 foot sewer easement granted by Bailey Farms, Inc.
to Union Sanitary District dated December 29, 1958 and recorded in Book
8903, Page 521, Official Records of Alameda County to the southern and
southwestern line of McInerney Street, the centerline of said strip be-
ing described as follows: Beginning on the northeastern line of said
10 foot easement at a point on the course designated as "North 46° 51'
West 3211 feet, more or less" distant thereon North 46° 51' West, 1741.50
feet from the southeastern extremity of said course, being adjacent to
an existing manhole, and running thence North 43° 09' East, 209.10 feet;
thence North 14° 49' East, 2493.9 feet, more or less, to the southeastern
extremity of the southwestern line of McInerney Street

together with the right and privilege of constructing, reconstructing,
cleaning, repairing and maintaining at any time, one or more sewers
and drains along, upon, over, in, through and across the above de-
scribed property, together with free ingress and egress to and for
the said Party of the Second Part, its successors and assigns, its
agents and employees, workmen and contractors, along, upon, over, in,
through and across said right of way and the land immediately ad-
joining, for constructing, cleaning, repairing and maintaining said
sewers and drains.

IN WITNESS WHEREOF the said Parties of the First Part have
executed this Indenture the day and year first above written.

BAILEY FARMS CO.



Partner


Parties of the First Part

1963

OR

1021

121

STATE OF CALIFORNIA,
County of Alameda } ss.

PARTNERSHIP ACKNOWLEDGEMENT

RE: 1021 IM: 121

On this 4th day of October in the year one thousand nine hundred and sixty-three
before me, Josephine Faulkner

a Notary Public in and for the said County and State

residing therein, duly commissioned and sworn, personally appeared

L. E. Bailey

AU171925

known to me to be one of the partners of the partnership that executed the within instrument,
and acknowledged to me that such partnership executed the same.

IN WITNESS WHEREOF I have hereunto set my hand and affixed my official seal,
in and for the said County and State, the day and year in this certificate first above written.

Josephine Faulkner

Josephine Faulkner

NOTARY PUBLIC In and for the said County and State of California.

My Commission Expires 12-11-1965

Form P.J.-Sam Hopkins Legal Forms Printing Service, Oakland 1, California.

State of California } ss.
County of Alameda

On this 4th day of October in the year One Thousand
Nine Hundred and sixty-three before me Josephine Faulkner

a Notary Public in and for the County of Alameda State of California, residing
therein, duly commissioned and sworn, personally appeared
Roland Lawrence, Jr.

known to me to be the person described in and whose name is subscribed
to the within instrument,

and he acknowledged to me that he executed the same AU171925

In Witness Whereof, I have hereunto set my hand and affixed my Official Seal, the day and
year in this certificate first above written.

Josephine Faulkner
In and for said County of Alameda State of California
Notary Public

GENERAL ACKNOWLEDGMENT

My Commission Expires My Commission Expires December 11, 1965

FORM NF16X-1 PICA Oakland, Calif

1963

OR

1021

122

AV 171925
AU171925

PE 1021 IM 122

THIS IS TO CERTIFY that, pursuant to the provisions of Resolution No. 542 adopted by the District Board of UNION SANITARY DISTRICT, October 14, 1963, the interest in real property conveyed by the attached Grant of Easement dated October 4, 1963, from BAILEY FARMS CO. and ROLAND LAWRENCE, JR. to UNION SANITARY DISTRICT, a governmental agency, is hereby accepted, and the District consents to the recordation thereof by its duly authorized agent.

Dated: October 15, 1963.

Leon A. Clark
Agent, UNION SANITARY DISTRICT

Mail to: Leon A. Clark
1110 Latham Square Building
Oakland 12, California

AU171925

RECORDED at REQUEST OF
Union Sanitary District
At 45 Min. Past 12 M.

OCT 17 1963

OFFICIAL RECORDS OF
ALAMEDA COUNTY, CALIFORNIA
JACK G. BLUE
COUNTY RECORDER

D41

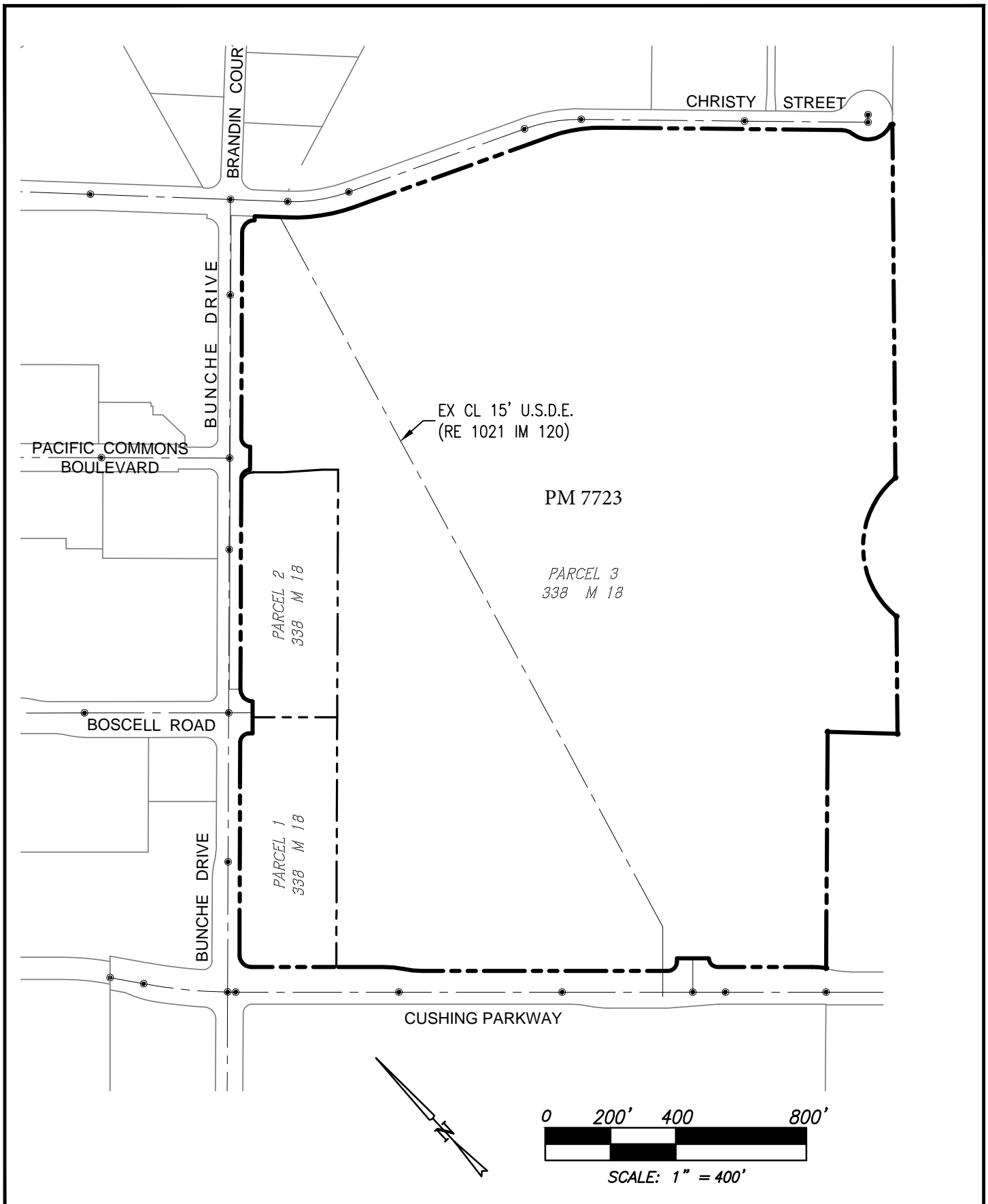


EXHIBIT 'C'		
Union Sanitary District Easement		
SCALE:	DATE: 06/06/18	BY: CT
SHEET 1 OF 1	JOB NO. 5071	

JMIH WEISS, INC.

1731 Technology Dr, Ste #880
 San Jose, CA 95110
 Phone: (408) 286-4555
www.jmhweiss.com



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 3, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Manager of Technical Services
Rollie Arbolante, Customer Service Team Coach
Rod Schurman, Associate Engineer

SUBJECT: Agenda Item No. 11 - Meeting of August 13, 2018
Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 8163 – Mission Boulevard Townhomes, Located on Mission Boulevard between Stevenson Boulevard and Walnut Avenue in the City of Fremont

Recommendation

Consider a resolution to accept a sanitary sewer easement for Tract 8163 – Mission Boulevard Townhomes, located on Mission Boulevard between Stevenson Boulevard and Walnut Avenue in the city of Fremont.

Background

The New Home Company of Northern California, LLC, is constructing thirty-three townhome units in six multifamily structures for Tract 8163, on Mission Boulevard between Stevenson Boulevard and Walnut Avenue in the city of Fremont. A vicinity map is attached.

Sanitary sewer service to the residential development will be provided by new 8-inch mains in the development's private roadways, connected to the existing 8-inch main in vacated Overacker Avenue, formerly a frontage road for Mission Boulevard. The roadways of the development do not meet the City of Fremont's street dimensions and structure setback requirements for public streets and were, therefore, designated as private streets. New Home Company of Northern California, LLC, has constructed the new 8-inch sewer mains and has granted the District sanitary

sewer easements that provide for access, maintenance, and service of the new sewer mains in the common private roadways of the development.

District staff has reviewed the legal description and plat map of the easements, as well as the Grant of Easement, and recommends approval.

PRE/SEG/RA/RS:dl

Attachments: Vicinity Map
Resolution
Grant of Easement with Exhibits A and B



Vicinity Map, Grant of Sanitary Sewer Easement, Fremont



Legend

Railroad / BART

<all other values>

BART

Public Right of Way

Private Right of Way

Parcels

<all other values>

Alameda Cnty Flood Cntrl

62.5 0 31.25 62.5 Feet

1: 750

Printed: 7/23/2016 1:18 PM



For USD use only

The information on this map is provided by Union Sanitary District (USD) for internal use only. Such information is derived from multiple sources which may not be current, be outside the control of USD, and may be of indeterminate accuracy. The information provided hereon may be inaccurate or out of date and any person or entity who relies on said information for any purpose whatsoever does so solely at their own risk.

Notes

Tract 8163, Mission Boulevard Townhomes

RESOLUTION NO. _____

**ACCEPT A SANITARY SEWER EASEMENT FOR
TRACT 8163 – MISSION BOULEVARD TOWNHOMES,
LOCATED ON MISSION BOULEVARD
BETWEEN STEVENSON BOULEVARD AND WALNUT AVENUE,
IN THE CITY OF FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby accepts the Grant of Easement from The New Home Company Northern California, LLC, executed on June 29, 2018, as described in the Grant of Easement for Sanitary Sewer Purposes and by the legal description and plat map, attached Exhibit A and Exhibit B, respectively.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on August 13, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

GRANT OF EASEMENT
FOR SANITARY SEWER PURPOSES

THIS INDENTURE, made this 29th day of June 2018, by and between THE NEW HOME COMPANY NORTHERN CALIFORNIA, LLC, A DELAWARE LIMITED LIABILITY COMPANY, the Party of the First Part, and UNION SANITARY DISTRICT, the Party of the Second Part,

WITNESSETH:

That said Party of the First Part does hereby grant to the Party of the Second Part and to its successors and assigns forever, for the use and purposes herein stated, the rights of way and easements hereinafter described, located in the city of Fremont, county of Alameda, state of California:

See Exhibit "A" and Exhibit "B"

together with the right and privilege of constructing, reconstructing, cleaning, repairing and maintaining at any time, a sanitary sewer and appurtenances along, upon, over, in, through and across the above described property; together with free ingress and egress to and for the said Party of the Second Part, its successors and assigns, its agents and employees, workmen, contractors, equipment, vehicles and tools, along, upon, over, in, through and across said right of way; together with the right of access by its successors and assigns, its agents and employees, workmen, contractors, equipment, vehicles and tools to said right of way from the nearest public street, over and across the adjoining property, if such there be; otherwise by such route or routes across said adjoining property as shall occasion the least practicable damage and inconvenience to the Party/Parties of the First Part, for constructing, cleaning, repairing and maintaining said sanitary sewer and appurtenances; together with free ingress and egress over the land immediately adjoining for maintenance, repair and replacement as well as the initial construction of said sewer.

IN WITNESS WHEREOF the said Party of the First Part have executed this indenture the day and year first above written.



Signature

By: Mark Stacy, Vice President of Forward Planning and Land Development

(Print or type name and title of signatory)

New Home Company Northern California, LLC

(Notarize)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

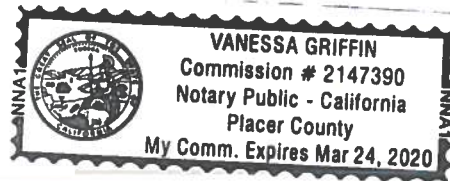
State of California
County of Placer)

On June 29th, 2018 before me, Vanessa Griffin, Notary Public
(insert name and title of the officer)

personally appeared Mark Stacy
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~
subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in
his/~~her/their~~ authorized capacity(ies), and that by his/~~her/their~~ signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Vanessa Griffin (Seal)

**EXHIBIT A
LEGAL DESCRIPTION
SANITARY SEWER EASEMENT CONVEYED TO UNION SANITARY DISTRICT
TRACT 8163
FREMONT, CALIFORNIA**

ALL THAT REAL PROPERTY SITUATE IN THE INCORPORATED TERRITORY OF THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING PORTIONS OF LOTS 1, 2, 3, 4, AND 5 AND A PORTION OF PARCEL A, LABELED AS PUE - PUBLIC UTILITY EASEMENT, OF TRACT 8163 FILED IN BOOK [335](#) OF MAPS AT PAGES [42-49](#), ALAMEDA COUNTY RECORDS AND SHOWN ON EXHIBIT B - PLAT MAP OF SANITARY SEWER EASEMENT GRANTED TO UNION SANITARY DISTRICT.

CONTAINING 17,115 SQUARE FEET OF LAND, MORE OR LESS.

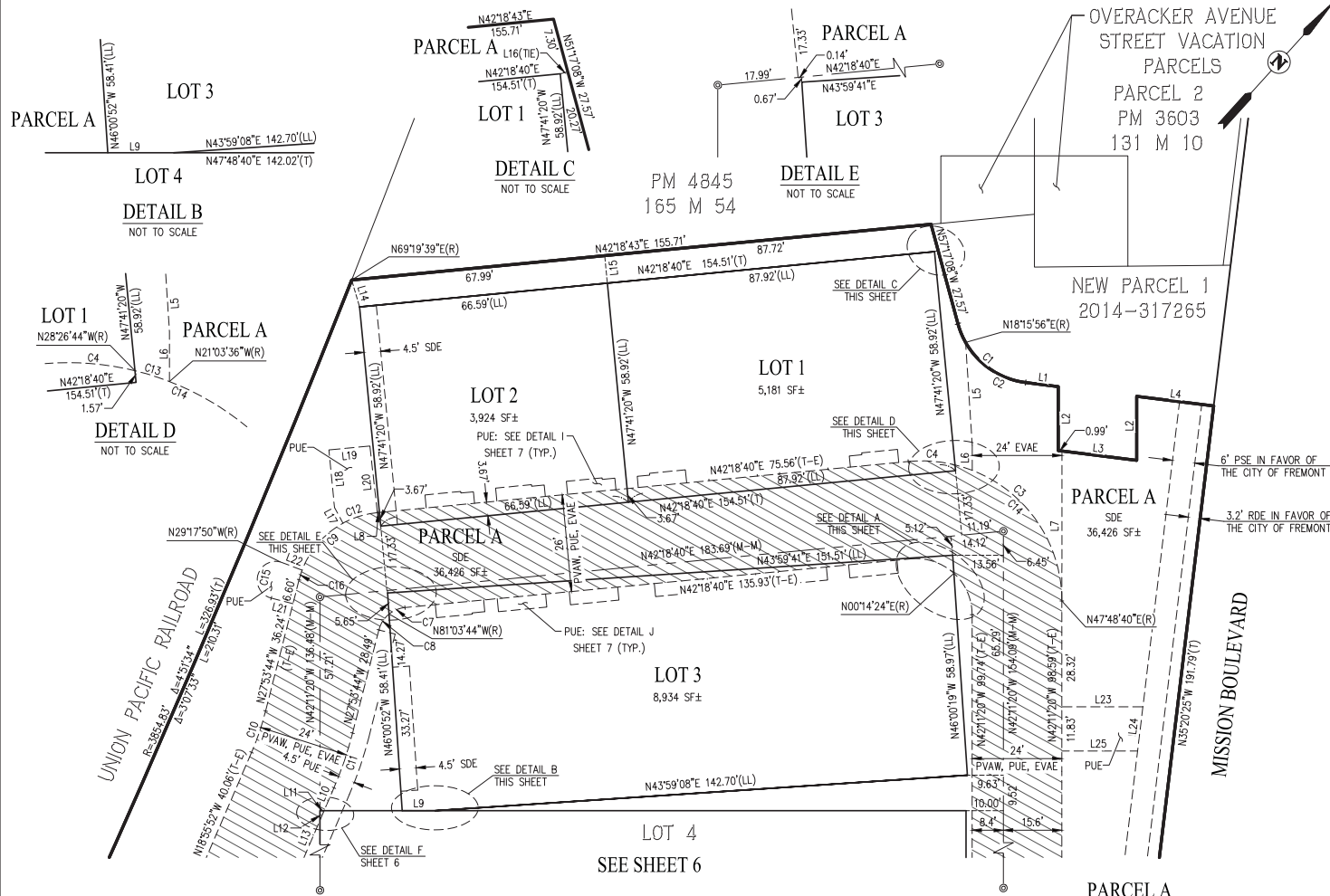
ATTACHED HERETO IS A PLAT TO ACCOMPANY LEGAL DESCRIPTION, AND BY THIS REFERENCE MADE A PART HEREOF.

END OF DESCRIPTION



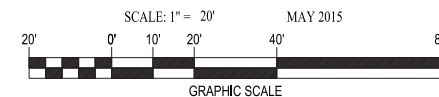
MARK H. WEHBER, P.L.S.
L.S. NO. 7960





TRACT 8163 MISSION BOULEVARD TOWNHOMES

FOR CONDOMINIUM PURPOSES
CONSISTING OF 2 SHEETS
BEING A SUBDIVISION OF LOT LINE ADJUSTMENT QUITCLAIM DEED
2014-317266, OFFICIAL RECORDS OF ALAMEDA COUNTY
CITY OF FREMONT, ALAMEDA COUNTY, CALIFORNIA
Carlson, Barbee & Gibson, Inc.
CIVIL ENGINEERS • SURVEYORS • PLANNERS
SAN RAMON, CALIFORNIA



BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS DETERMINED BY FOUND CALTRANS MONUMENTS A-507 AND A-506 SHOWN HEREON, THE BEARING BEING N35°20'25\"/>

LEGEND

	SUBDIVISION BOUNDARY LINE
	CALTRANS RIGHT OF WAY LINE
	LOT LINE
	ADJOINER LOT LINE
	EASEMENT LINE
	CENTERLINE
	MONUMENT LINE
	FOUND STANDARD STREET MONUMENT, AS NOTED
	FOUND REBAR AND CAP, AS NOTED
	SET STANDARD STREET MONUMENT, LS 7438
(T)	TOTAL
(T-E)	TOTAL - EASEMENT
(R)	RADIAL
(LL)	LOT LINE
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
PSE	PUBLIC SERVICE EASEMENT
PUE	PUBLIC UTILITY EASEMENT
PVAW	PRIVATE VEHICLE ACCESSWAY
RDE	ROADWAY EASEMENT
SDE	STORM DRAIN EASEMENT
	SANITARY SEWER EASEMENT AREA

NOTE:

- ALL TIES TO MONUMENT LINE ARE PERPENDICULAR UNLESS OTHERWISE NOTED.

EXHIBIT B

PLAT MAP OF SANITARY SEWER EASEMENT GRANTED TO
UNION SANITARY DISTRICT
CITY OF FREMONT, ALAMEDA COUNTY, CALIFORNIA

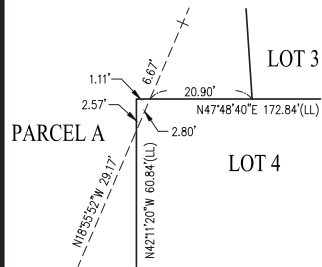
LINE TABLE		
NO	BEARING	LENGTH
L1	N54°55'55"E	8.82'
L2	N42°11'17"W	17.12'
L3	N54°55'55"E	21.15'
L4	N54°55'55"E	20.75'
L5	N45°52'56"W	27.59'
L6	N42°09'37"W	6.70'
L7	N42°09'37"W	40.14'
L8	N42°18'40"E	0.53'

LINE TABLE		
NO	BEARING	LENGTH
L9	N47°48'40"E	8.82'
L10	N18°55'52"W	6.67'
L11	N47°48'40"E	1.11'
L12	N42°11'20"W	2.57'
L13	N18°55'52"W	29.17'
L14	N58°27'30"W	7.51'
L15	N47°41'17"W	7.37'
L16	N32°42'52"E	1.03'

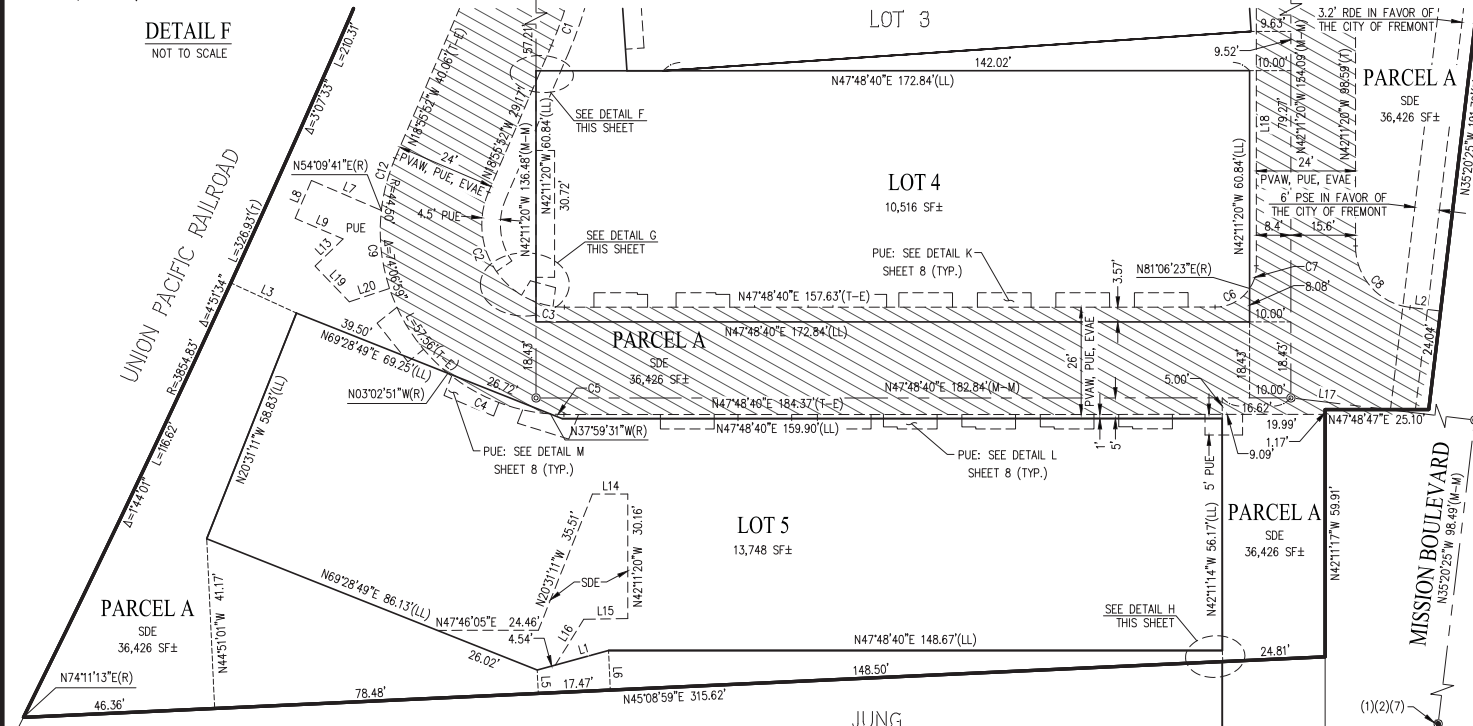
LINE TABLE		
NO	BEARING	LENGTH
L17	N70°49'35"W	4.76'
L18	N47°41'20"W	15.50'
L19	N42°18'40"E	11.00'
L20	N48°38'45"W	17.95'
L21	N62°06'16"E	6.00'
L22	N68°32'28"E	6.31'
L23	N47°48'40"E	21.67'
L24	N35°20'25"W	11.92'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	21.50'	67°46'57"	25.44'
C2	21.50'	53°20'01"	20.01'
C3	37.50'	68°52'16"	45.08'
C4	37.50'	19°14'36"	12.59'
C5	15.00'	47°34'16"	12.45'
C6	15.00'	47°55'44"	12.55'
C7	8.00'	33°22'24"	4.66'
C8	8.00'	36°50'00"	5.14'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C9	24.00'	70°12'24"	29.41'
C10	75.00'	8°57'52"	11.73'
C11	99.00'	8°57'52"	15.49'
C12	24.00'	23°08'15"	9.69'
C13	37.50'	7°23'08"	4.83'
C14	37.50'	76°15'24"	49.91'
C15	5.00'	178°35'54"	15.59'
C16	24.00'	6°26'12"	2.70'



DETAIL F
NOT TO SCALE



CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	99.00'	8°57'52"	15.49' (T)
C2	20.00'	93°12'39"	32.54' (T)
C3	20.00'	20°02'49"	7.00'
C4	44.50'	34°56'40"	27.14'
C5	44.50'	4°11'48"	3.26'
C6	10.00'	56°42'18"	9.90'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C7	10.00'	33°17'42"	5.81'
C8	15.00'	83°09'08"	21.77'
C9	44.50'	24°38'56"	19.14'
C10	20.00'	11°10'40"	3.90'
C11	20.00'	12°08'29"	4.24'
C12	44.50'	16°54'27"	13.13'
C13	20.00'	24°05'29"	8.41'

SEE SHEET 5

LOT 3

LOT 4

10,516 SF±

SEE DETAIL F
THIS SHEET

SEE DETAIL G
THIS SHEET

PUE: SEE DETAIL K
SHEET 8 (TYP.)

PUE: SEE DETAIL M
SHEET 8 (TYP.)

PUE: SEE DETAIL L
SHEET 8 (TYP.)

LOT 5

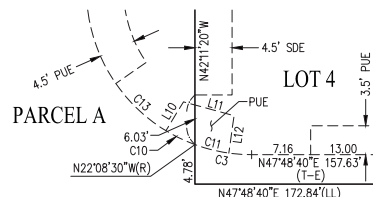
13,748 SF±

SEE DETAIL H
THIS SHEET

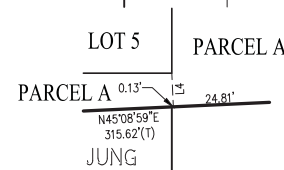
LINE TABLE		
NO	BEARING	LENGTH
L1	N32°28'10"E	17.91' (LL)
L2	N54°39'32"E	7.45'
L3	N72°22'12"E	17.49' (R)
L4	N44°51'01"W	2.72'
L5	N44°51'01"W	5.69'
L6	N44°51'01"W	9.62'

LINE TABLE		
NO	BEARING	LENGTH
L7	N71°04'08"E	18.42'
L8	N18°55'52"W	10.00'
L9	N71°04'08"E	12.65'
L10	N10°57'51"W	4.09' (R)
L11	N63°09'52"E	6.35'
L12	N34°17'00"W	4.57'
L13	N03°58'28"E	9.46'

LINE TABLE		
NO	BEARING	LENGTH
L14	N47°48'40"E	8.55'
L15	N46°50'03"E	10.67'
L16	N101°7'01"W	13.06'
L17	N54°39'35"E	61.48' (M-M)
L18	N42°11'20"W	99.74' (T)
L19	N86°01'32"W	12.00' (R)
L20	N29°30'45"E	10.26'



DETAIL G
NOT TO SCALE



DETAIL H
NOT TO SCALE

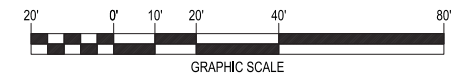
TRACT 8163 MISSION BOULEVARD TOWNHOMES

FOR CONDOMINIUM PURPOSES
CONSISTING OF 2 SHEETS
BEING A SUBDIVISION OF LOT LINE ADJUSTMENT QUITCLAIM DEED
2014-317266, OFFICIAL RECORDS OF ALAMEDA COUNTY
CITY OF FREMONT, ALAMEDA COUNTY, CALIFORNIA

Carlson, Barbee & Gibson, Inc.

CIVIL ENGINEERS • SURVEYORS • PLANNERS
SAN RAMON, CALIFORNIA

SCALE: 1" = 20' MAY 2015



BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS DETERMINED BY FOUND CALTRANS MONUMENTS A-507 AND A-506 SHOWN HEREON, THE BEARING BEING N35°20'25"W PER PARCEL MAP 4845 (165 M 54).

LEGEND

	SUBDIVISION BOUNDARY LINE
	CALTRANS RIGHT OF WAY LINE
	LOT LINE
	ADJOINER LOT LINE
	EASEMENT LINE
	CENTERLINE
	MONUMENT LINE
	FOUND STANDARD STREET MONUMENT, AS NOTED
	FOUND REBAR AND CAP, AS NOTED
	SET STANDARD STREET MONUMENT, LS 7438
	TOTAL
	TOTAL - EASEMENT
	RADIAL
	LOT LINE
	EMERGENCY VEHICLE ACCESS EASEMENT
	PUBLIC SERVICE EASEMENT
	PUBLIC UTILITY EASEMENT
	PRIVATE VEHICLE ACCESSWAY
	ROADWAY EASEMENT
	STORM DRAIN EASEMENT
	SANITARY SEWER EASEMENT AREA

NOTE:

- ALL TIES TO MONUMENT LINE ARE PERPENDICULAR UNLESS OTHERWISE NOTED.

EXHIBIT B

PLAT MAP OF SANITARY SEWER EASEMENT GRANTED TO
UNION SANITARY DISTRICT
CITY OF FREMONT, ALAMEDA COUNTY, CALIFORNIA

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 5, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, General Counsel

SUBJECT: Agenda Item No. 12 - Meeting of August 13, 2018
Consider Creating an Ad Hoc Committee on East Bay Dischargers Authority (EBDA) JPA Negotiations and Appoint Two Board Members to the Committee.

Recommendation

Staff recommends that the Board create an ad hoc committee on EBDA JPA negotiations and appoint two Board Members to the committee.

Background

The East Bay Dischargers Authority (“EBDA”) is a Joint Powers Authority of which Union Sanitary District is currently a member. EBDA was formed in 1974 by a “Joint Exercise of Powers Agreement” (the “JPA Agreement”) entered into by the City of Hayward, City of San Leandro, Oro Loma Sanitary District, Union Sanitary District, and Castro Valley Sanitary District. EBDA currently provides a transport system and outfall to collect effluent from six (6) wastewater treatment plants in the East Bay, including two non-member agencies (DSRSD and Livermore, collectively LAVWMA). EBDA transports treated wastewater and removes chlorine prior to its discharge through a deep-water outfall to the San Francisco Bay.

The JPA Agreement has been amended three times since its creation in 1974. Amendments were approved in 1978, 1986, and 2007. As the current JPA Agreement is set to expire in January of 2020, discussions and negotiations have been taking place over the last few years to develop deal points and a framework for a renewed agreement.

At the regularly scheduled Board meeting of March 26, 2018, the USD Board of Directors reviewed the hydraulic model prepared by EBDA and provided direction on the JPA Agreement negotiations to staff. The Board directed staff to maintain the current USD capacity in the EBDA system and directed that any cost allocation / system capacity modifications in any revised JPA Agreement should be cost neutral for USD.

At the June 25, 2018, Board meeting, the USD Board of Directors considered a five-year extension of the JPA and directed staff to pursue that option. Since that time, it has become clear that a five-year extension would not be agreeable to all the member agencies.

Discussion

In order for USD to negotiate and consider options on EBDA JPA negotiations more efficiently, staff is recommending the creation of ad hoc committee to meet and work with staff on JPA negotiations. The committee would bring back a formal recommendation to the entire Board. Staff also recommends that the Board appoint two Board Members to the ad hoc committee and is recommending that the committee be comprised of USD's EBDA representative, Director Tom Handley, and alternate, Secretary Jennifer Toy.

Ad hoc committees are temporary advisory committees composed solely of less than a quorum of the legislative body that serves a limited or single purpose, is not perpetual and will dissolve once its specific task is completed. Ad hoc committees are not subject to the Brown Act. Therefore, the committee would not be subject to the Brown Act.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 3, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Gene Boucher, Human Resources Manager

SUBJECT: Agenda Item No. 13 - Meeting of August 13, 2018
Approve Organizational Performance Job Classification Series and Salary Range

Recommendation

Approve Organizational Performance job class series and salary.

Background

The District has combined the Training and Emergency Response Program Manager and Organizational Performance Program Manager classifications into a newly formed classification, Organizational Performance Manager. The creation of this new classification will combine the functions of both positions to better serve District needs. In addition, two new lower level classifications have been created, Organizational Performance Coordinator I & II (OPC I/II). These proposed job descriptions more accurately represent the current needs of the District. They will allow resources to be concentrated as necessary and align these functions across District programs for better support. The OPM will schedule and manage the work of the OPC I/II and the position will report to the HR Manager.

The current Training and Emergency Response Program Manager will be reclassified to the Organizational Performance Manager classification. The salary range for the Organizational Performance Manager will be \$119,967.35 to \$157,457.15 annually.

The salary range for the Organizational Performance Coordinator I will be, \$89,928.86 to \$118,031.63 annually. The range for the Organizational Performance Coordinator II will be, \$103,867.84 to \$136,326.54 annually.

Attachments:

1. Organizational Performance Manager Job Description - redline
2. Organizational Performance Manager Job Description - final
3. Organizational Performance Coordinator II Job Description - redline
4. Organizational Performance Coordinator II Job Description - final
5. Organizational Performance Coordinator I Job Description - redline
6. Organizational Performance Coordinator I Job Description - final



UNION SANITARY DISTRICT

Established Date:

Revision Date:

Organizational Performance Manager

Bargaining Unit: Professional

Class Code:
2031

SALARY RANGE

~~\$56,275.68~~ - ~~\$73,857.70~~ Hourly

~~\$4,501,594,614.13~~ - ~~\$5,908,346,056.04~~ Biweekly

~~\$9,753,459,997.28~~ - ~~\$12,801,3913,121.43~~ Monthly

~~\$117,041,39119,967.35~~ - ~~\$153,616,74157,457.15~~ Annually

DESCRIPTION:

-Under general supervision in a team environment, the Organizational Performance Manager (OPM) conducts and coordinates strategic planning efforts, performance measurement, continuous improvement, and organizational development processes to maintain and improve the District's overall effectiveness and performance; facilitates collaborative problem-solving and critical incident debriefings among and between teams and workgroups; and acts as an internal strategic and organizational consultant to management and staff.

The OPM is responsible for administration of the District's training programs and provides District-wide training on various quality and other related subjects. This position analyzes training needs; designs and develops curriculum and conducts training, including Train-the Trainer workshops; coordinates training activities; and evaluates job skill development, on-the-job training, and employee development training programs. The OPM maintains and develops the Learning and Development Program in use at the District, which is a competency-based program that includes development of Standard Operating Procedures, training modules, and competency assessments. The OPM is also responsible for developing and administering the District's Emergency Response Program.

In the normal course of performing the functional duties of the job, the OPM is often exposed to or involved in sensitive and confidential discussions with the Executive Team or other management staff. The OPM must demonstrate the highest ethical standards, maintaining strict confidentiality and discretion when handling and processing such information. Incumbents must obtain certification from American Society for Quality (CQT, CQPA, CMQOE, CQE, etc.), or equivalent, within two years.

EXAMPLES OF DUTIES:

Drive the development of the District's strategic plan, including Executive Team strategic planning sessions, and assist with plan implementation, including:

- Plan and facilitate strategic planning sessions, including developing agendas and materials prior to meetings, and documenting discussions and agreements. Assist the Executive Team in collecting organizational data to support the plan, including customer and employee input.

- Summarize the agreements into a written Strategic Plan.
- Assist the Executive Team in communicating the plan to employees, customers, and the Board of Directors.
- Assist the Executive Team in implementing the plan and tracking progress.

Coordinate the District's organizational performance measurement program in conjunction with the Organizational Performance Coordinator (OPC) I/II, including:

- Assist in developing key metrics and targets for the District and ensure alignment of metrics with the District's mission and objectives.
- Work with teams and others to coordinate data gathering and tracking for agreed-upon key metrics and performance indicators.
- Provide training and support for individuals and groups responsible for collecting, tracking, reporting, and analyzing results.
- Manage the Quality Star Point Program for the District.
- Coordinate evaluation of key metrics and indicators by the Executive Team and other groups to foster a culture of data-driven continuous improvement.
Perform, coordinate, and/or assist with data collection and analysis, including customer satisfaction data; understand and educate staff regarding customer satisfaction requirements.
- Manage and maintain database indicating levels of employee/management participation in District Committees and Task Force efforts.
- Prepare and present balanced scorecard and other reports and special project communications on organizational performance for the Executive Team and Board of Directors.

Coordinate the District's process improvement initiatives:

- Serve as a resource for staff on process improvement concepts and practices, including problem solving, business process optimization, root cause analysis, and statistical process control (SPC).
- Work with staff to identify opportunities to apply the principles and methods to improve efficiency and effectiveness of District operations and to ensure that continuous improvement principles are applied to the performance of the District's core business and support functions.
- Facilitate and train work teams, collaborative problem-solving committees and taskforces, and process improvement teams.
- Coordinate and/or assist with cross-functional flowcharting and process improvement efforts throughout the District.
- Act as a resource for information about process improvement, benchmarking, performance measurement, and other aspects of organizational performance management systems, including maintaining a library of appropriate materials.
- Coordinate and perform benchmarking and competitive analysis efforts.
- Design and conduct customer and employee surveys and focus groups.
- Regularly assess the effectiveness of the process improvement program for opportunities for improvement. Ensure that important, process improvement-related information is regularly communicated to staff.

Training:

- Assist Coaches and other subject-matter experts (SMEs) in developing training strategy, objectives and designing training programs, including course content, training methods, and selection of training providers, to meet identified training needs as defined by the District's Training Module Program.
- Provide guidance on the District's Training Module Program (after learning the specific requirements and components) and how it relates to staff training and development initiatives. Act as liaison for

the Learning and Development function between the District and other public agencies/professional associations.

- Research and recommend online learning products and implement online learning programs; research and recommend trainers for individualized training needs; recommend new systems and technology.
- Conduct District-wide needs assessment and identify skills or knowledge gaps that need to be addressed.
- Develop, facilitate, and organize the District's Leadership School program. Evaluate for effectiveness and seek feedback from participants on areas for development.

Emergency Response:

- Under the direction of the Executive Team, develop and maintain the Emergency Response Program, including developing written guidelines and procedures, and training materials for staff, organizing and coordinating emergency response drills, and participating in some joint agency meetings and exercises.
- Ensure that the District is in compliance with National Incident Management and Standardized Emergency Management System requirements.
- Lead the District's Emergency Response Committee, prepare reports to the Executive Team on District emergency preparedness; develop and interpret policies and procedures to ensure compliance with the District's Emergency Response Plan.

Support Team and Leadership Development:

- Provide professional consultation and facilitation to support the team structure. Act as the resource for team development, structure, and processes.
- Provide orientation on teams for new employees.
- Assist teams, committees and task forces with chartering.
- Assist the Human Resources Manager and others with leadership development initiatives.

Participate in related professional groups and organizations and stay current in fields related to the position, to identify management best practices for consideration by the Executive Team.

Represent the District at conferences and seminars and present information about District programs.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is: a bachelor's degree in business or public administration, management, quality management, or a related field; plus, a minimum of five years of progressively responsible relevant experience and continued education in improving business procedures and systems, facilitating strategic planning processes and/or implementing performance measurement systems. An advanced degree and relevant work experience in the public sector is desirable.

Certification from the American Society for Quality as a Quality Technician (CQT) and Quality Process Analyst (QCPA) is required within two years of appointment to position.

Knowledge of: Principles and methods of strategic planning, continuous improvement, facilitation, organizational development, performance measurement (e.g., Balanced Scorecard), and project management. Also, knowledge of adult learning principles and technical training practices, methods, and

resources as they apply to an industrial workplace; competency development and analysis; curriculum development; development of assessment tools; meeting facilitation; computer database records management and standard office practices.

Skill in: Facilitating groups engaged in problem-solving and strategic planning; planning and facilitating effective meetings, including focus groups; conducting interviews; teaching and applying continuous improvement principles and practices; designing and delivering training; planning, organizing and conducting complex studies; working with statistical and mathematical concepts; researching, organizing and analyzing data; producing excellent written reports which include a variety of charts, graphs and other visual displays of data, Board of Directors agenda item documents, memos, conceptual documents, PowerPoint presentations, flowcharts, and guidance documents; preparing and delivering presentations to the Executive Team, Board of Directors, staff, and professional colleagues; using Microsoft Office programs including Outlook, Excel, Word, and PowerPoint. Experience with Microsoft SharePoint and Visio are also desirable.

Ability to: Understand and carry out oral and written instructions in English; teach quality principles and practices; assist management in strategic planning and development of key performance metrics; work closely with staff to analyze customer needs, identifying issues and concerns, exploring solutions, and implementing improvements; provide thorough, accurate information; be accessible to all staff; learn about and understand the key processes of District work groups; learn and apply concepts related to the Balanced Scorecard approach to performance measurement; work independently, meet deadlines, manage multiple projects effectively, and follow through on commitments. Also, learn the operation and maintenance activities of a wastewater collection and treatment agency; learn the District's Training Module Program and maintain it and develop new Modules as equipment and/or processes change; apply adult learning principles in developing technical training programs; work effectively with management and SMEs to carry out training goals; develop the Emergency Response Program.

Interpersonal Effectiveness: Must be able to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate; ask for input, accept suggestions, work with others to solve problems, and provide recognition and encouragement; maintain effective working relationships with personnel at all organizational levels; establish and maintain confidence and credibility by remaining neutral and taking a District-wide view.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Incumbents must obtain certification from American Society for Quality (CQT, CQPA) within two years or an equivalent. Certification by the American Society for Quality as a Quality Auditor (CQA) and Manager of Quality-Organizational Excellence (CMQ/OE) ~~quality professional~~ and/or other related certification is highly desirable.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job. Must be willing to work overtime as needed.

ADDITIONAL INFORMATION:

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public

health and safety or the preservation of lives and property, either at the District or within the local or their community.

Approved Board of Directors:

Revised:

Position status: Unclassified, Exempt (Professional, Journey-level)

Recruitment: Internal and External



UNION SANITARY DISTRICT
Established Date: 08/13/2018
Revision Date: 08/13/2018

Organizational Performance Manager

Bargaining Unit: Professional

Class Code:
2031

SALARY RANGE

\$57.68 - \$75.70 Hourly

\$4,614.13 - \$6,056.04 Biweekly

\$9,997.28 - \$13,121.43 Monthly

\$119,967.35 - \$157,457.15 Annually

DESCRIPTION:

Under general supervision in a team environment, the Organizational Performance Manager (OPM) conducts and coordinates strategic planning efforts, performance measurement, continuous improvement, and organizational development processes to maintain and improve the District's overall effectiveness and performance; facilitates collaborative problem-solving and critical incident debriefings among and between teams and workgroups; and acts as an internal strategic and organizational consultant to management and staff.

The OPM is responsible for administration of the District's training programs and provides District-wide training on various quality and other related subjects. This position analyzes training needs; designs and develops curriculum and conducts training, including Train-the Trainer workshops; coordinates training activities; and evaluates job skill development, on-the-job training, and employee development training programs. The OPM maintains and develops the Learning and Development Program in use at the District, which is a competency-based program that includes development of Standard Operating Procedures, training modules, and competency assessments. The OPM is also responsible for developing and administering the District's Emergency Response Program.

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EXAMPLES OF DUTIES:

Drive the development of the District's strategic plan, including Executive Team strategic planning sessions, and assist with plan implementation, including:

- Plan and facilitate strategic planning sessions, including developing agendas and materials prior to meetings, and documenting discussions and agreements. Assist the Executive Team in collecting organizational data to support the plan, including customer and employee input.

- Summarize the agreements into a written Strategic Plan.
- Assist the Executive Team in communicating the plan to employees, customers, and the Board of Directors.
- Assist the Executive Team in implementing the plan and tracking progress.

Coordinate the District's organizational performance measurement program in conjunction with the Organizational Performance Coordinator (OPC) I/II, including:

- Assist in developing key metrics and targets for the District and ensure alignment of metrics with the District's mission and objectives.
- Work with teams and others to coordinate data gathering and tracking for agreed-upon key metrics and performance indicators.
- Provide training and support for individuals and groups responsible for collecting, tracking, reporting, and analyzing results.
- Manage the Quality Star Point Program for the District.
- Coordinate evaluation of key metrics and indicators by the Executive Team and other groups to foster a culture of data-driven continuous improvement.
Perform, coordinate, and/or assist with data collection and analysis, including customer satisfaction data; understand and educate staff regarding customer satisfaction requirements.
- Manage and maintain database indicating levels of employee/management participation in District Committees and Task Force efforts.
- Prepare and present balanced scorecard and other reports and special project communications on organizational performance for the Executive Team and Board of Directors.

Coordinate the District's process improvement initiatives:

- Serve as a resource for staff on process improvement concepts and practices, including problem solving, business process optimization, root cause analysis, and statistical process control (SPC).
- Work with staff to identify opportunities to apply the principles and methods to improve efficiency and effectiveness of District operations and to ensure that continuous improvement principles are applied to the performance of the District's core business and support functions.
- Facilitate and train work teams, collaborative problem-solving committees and taskforces, and process improvement teams.
- Coordinate and/or assist with cross-functional flowcharting and process improvement efforts throughout the District.
- Act as a resource for information about process improvement, benchmarking, performance measurement, and other aspects of organizational performance management systems, including maintaining a library of appropriate materials.
- Coordinate and perform benchmarking and competitive analysis efforts.
- Design and conduct customer and employee surveys and focus groups.
- Regularly assess the effectiveness of the process improvement program for opportunities for improvement. Ensure that important, process improvement-related information is regularly communicated to staff.

Training:

- Assist Coaches and other subject-matter experts (SMEs) in developing training strategy, objectives and designing training programs, including course content, training methods, and selection of training providers, to meet identified training needs as defined by the District's Training Module Program.
- Provide guidance on the District's Training Module Program (after learning the specific requirements and components) and how it relates to staff training and development initiatives. Act as liaison for

the Learning and Development function between the District and other public agencies/professional associations.

- Research and recommend online learning products and implement online learning programs; research and recommend trainers for individualized training needs; recommend new systems and technology.
- Conduct District-wide needs assessment and identify skills or knowledge gaps that need to be addressed.
- Develop, facilitate, and organize the District's Leadership School program. Evaluate for effectiveness and seek feedback from participants on areas for development.

Emergency Response:

- Under the direction of the Executive Team, develop and maintain the Emergency Response Program, including developing written guidelines and procedures, and training materials for staff, organizing and coordinating emergency response drills, and participating in some joint agency meetings and exercises.
- Ensure that the District is in compliance with National Incident Management and Standardized Emergency Management System requirements.
- Lead the District's Emergency Response Committee, prepare reports to the Executive Team on District emergency preparedness; develop and interpret policies and procedures to ensure compliance with the District's Emergency Response Plan.

Support Team and Leadership Development:

- Provide professional consultation and facilitation to support the team structure. Act as the resource for team development, structure, and processes.
- Provide orientation on teams for new employees.
- Assist teams, committees and task forces with chartering.
- Assist the Human Resources Manager and others with leadership development initiatives.

Participate in related professional groups and organizations and stay current in fields related to the position, to identify management best practices for consideration by the Executive Team.

Represent the District at conferences and seminars and present information about District programs.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is: a bachelor's degree in business or public administration, management, quality management, or a related field; plus, a minimum of five years of progressively responsible relevant experience and continued education in improving business procedures and systems, facilitating strategic planning processes and/or implementing performance measurement systems. An advanced degree and relevant work experience in the public sector is desirable. Certification from the American Society for Quality as a Quality Technician (CQT) and Quality Process Analyst (CQPA) is required within two years of appointment to position.

Knowledge of: Principles and methods of strategic planning, continuous improvement, facilitation, organizational development, performance measurement (e.g., Balanced Scorecard), and project management. Also, knowledge of adult learning principles and technical training practices, methods, and

resources as they apply to an industrial workplace; competency development and analysis; curriculum development; development of assessment tools; meeting facilitation; computer database records management and standard office practices.

Skill in: Facilitating groups engaged in problem-solving and strategic planning; planning and facilitating effective meetings, including focus groups; conducting interviews; teaching and applying continuous improvement principles and practices; designing and delivering training; planning, organizing and conducting complex studies; working with statistical and mathematical concepts; researching, organizing and analyzing data; producing excellent written reports which include a variety of charts, graphs and other visual displays of data, Board of Directors agenda item documents, memos, conceptual documents, PowerPoint presentations, flowcharts, and guidance documents; preparing and delivering presentations to the Executive Team, Board of Directors, staff, and professional colleagues; using Microsoft Office programs including Outlook, Excel, Word, and PowerPoint. Experience with Microsoft SharePoint and Visio are also desirable.

Ability to: Understand and carry out oral and written instructions in English; teach quality principles and practices; assist management in strategic planning and development of key performance metrics; work closely with staff to analyze customer needs, identifying issues and concerns, exploring solutions, and implementing improvements; provide thorough, accurate information; be accessible to all staff; learn about and understand the key processes of District work groups; learn and apply concepts related to the Balanced Scorecard approach to performance measurement; work independently, meet deadlines, manage multiple projects effectively, and follow through on commitments. Also, learn the operation and maintenance activities of a wastewater collection and treatment agency; learn the District's Training Module Program and maintain it and develop new Modules as equipment and/or processes change; apply adult learning principles in developing technical training programs; work effectively with management and SMEs to carry out training goals; develop the Emergency Response Program.

Interpersonal Effectiveness: Must be able to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate; ask for input, accept suggestions, work with others to solve problems, and provide recognition and encouragement; maintain effective working relationships with personnel at all organizational levels; establish and maintain confidence and credibility by remaining neutral and taking a District-wide view.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Incumbents must obtain certification from American Society for Quality (CQT, CQPA) within two years or an equivalent. Certification by the American Society for Quality as a Quality Auditor (CQA) and Manager of Quality-Organizational Excellence (CMQ/OE) and/or other related certification is highly desirable.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job. Must be willing to work overtime as needed.

ADDITIONAL INFORMATION:

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their community.

Approved Board of Directors:

Revised:

Position status: Unclassified, Exempt (Professional, Journey-level)

Recruitment: Internal and External



UNION SANITARY DISTRICT

Established Date: Revision Date:

**Organizational Performance
Coordinator II**
Bargaining Unit: Professional

Class Code:

2031**SALARY RANGE**\$49.94 - \$65.54 Hourly\$3,994.92 - \$5,243.33 Biweekly\$8,655.65 - \$11,360.54 Monthly\$103,867.84 - \$136,326.54 Annually**DESCRIPTION:**

Under general supervision in a team environment and working closely with the Organizational Performance Manager (OPM), the Organizational Performance Coordinator II (OPC II), performs advanced administrative and specialized, technical functions related to the District's quality program management and actively participates in the District's total quality and performance measurement efforts. The Organizational Performance Coordinator II provides the Team Quality Star Points and Team Coordinators with resources and support necessary to perform their functions. The Organizational Performance Coordinator II actively assists in strategic planning efforts, performance measurement, and continuous improvement to maintain and improve the District's overall effectiveness and performance. The OPC II also assists with the administration of the District's training programs. As experience and proficiency are gained, assignments become more varied and complex, and levels of independent action increase within established guidelines.

This is a technical specialist level position in the Organizational Performance Coordinator/Organizational Performance Manager (OPM) Series. This classification is alternatively staffed with the Organizational Performance Coordinator I position, and incumbents may advance to the Organizational Performance Coordinator II classification after completing the probationary period and meeting the qualifications for and demonstrating the proficiencies required of the higher-level classification. This position is distinguished from the OPM in that the latter is the most senior quality position and performs professional quality and organizational performance program management work of substantial complexity.

EXAMPLES OF DUTIES:

In conjunction with the Organizational Performance Manager:

Assist in District's Strategic Planning process by:

- Scheduling and facilitating SWOT and staff feedback sessions;
- Assembling Stakeholder inputs for review;
- Assisting in preparation of and attending presentation to Executive Team;
- Capturing ideas for new Timeline Initiatives.

Coordinate the District's organizational performance measurement program by:

- ~~Work with Reminding~~ teams to coordinate gathering when Balanced Score Card data ~~is due~~ and verifying accuracy of data with teams;
- Transferring data from team scorecards to Districtwide scorecards;
- Updating Strategic Initiatives Timeline as directed;
- Updating and verifying Taskforce and Committee memberships in Access Database.
- Preparing draft spreadsheets for ET review, performing trend analyses.
- ~~Preparing draft quarterly and Annual Performance reports.~~
- Perform, coordinate, and/or assist with data collection and analysis, including customer satisfaction data.

Coordinate District's Continual Improvement initiatives by:

- Monitoring new hires with HR;

49 of 80 Scheduling and participating in delivery of 7-Step Problem Solving and Statistical Process Control

- courses for staff;
- Staying current with new methodologies.
- Working with teams to develop lists for potential CI projects including scheduling sessions, agendaing, lead brainstorming and affinity diagramming exercises and generate lists.
- Maintain Team project listings and assist in completion of Alt Comp and standard CI project forms.
- Assisting teams in review of specific team charters.

Assist in administration of District's training programs by:

- Arranging and scheduling classes, preparing required materials, ordering refreshments if needed;
- May conduct some training if appropriate;
- Enter data and maintain the District's training database;
- Maintaining all District training related files.

Assist in facilitation and Critical Incident Debriefing by:

- Facilitating Quality Star Point and TC Orientations annually;
- Attending and assisting in specialty debrief session planning meetings;
- Assisting in preparation of specialty agendas and attending/observing such sessions;
- Serving as Timekeeper and/or Recorder during such sessions;
- Leading session feedback section of agenda;
- Recording results for future use.

~~Assist in maintaining and advancing the District's team-based culture by:~~

- ~~• Learning the foundation/history and value of USD's team-based culture;~~
- ~~• Communicating and supporting such culture in all activities;~~
- ~~• Documenting and tracking team progress towards established goals from ET;~~
- ~~• Helping schedule and coordinate team chartering and other requested team related activities.~~
- ~~• Assisting in development of surveys to capture feedback and presentations.~~

Participate in related professional groups and organizations and stay current in fields related to the position. Conduct benchmarking to identify management best practices for consideration by the Executive Team.

Participate, along with the OPM, in facilitating the District's Leadership School.

Represent the District at conferences and seminars and present information about District programs.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that has led to the acquisition of the knowledge, skills and abilities as indicated above. A typical way of acquiring the knowledge, skills and abilities is:

An Associate Degree with college coursework in Business, Public Administration, or Process Oriented Studies. Two year's progressively responsible relevant experience. Experience with USD operations, policies and procedures, and Quality Improvement Associate Certification (CQIA) from American Society for Quality, or equivalent, is Training required. Training experience is also desired but not required.

Knowledge of: Basic principles and methods of strategic planning, continuous improvement, facilitation, organizational development, performance measurement (e.g., Balanced Scorecard), and project management. (Desired but not required)

Skill in: Assisting with groups engaged in problem-solving and strategic planning; applying continuous improvement principles and practices; working with statistical and mathematical concepts; researching, organizing and analyzing data; producing excellent written reports which include a variety of charts, graphs and other visual displays of data, Board of Directors agenda item documents, memos, conceptual documents, PowerPoint presentations, flowcharts, and guidance documents; using Microsoft Office programs including Outlook, Excel, Word, and PowerPoint. Experience with Microsoft SharePoint and Visio are also desirable.

Ability to: Understand and carry out oral and written instructions in English; learn quality principles and practices; assist in strategic planning and development of key performance metrics; work closely with staff to analyze customer needs, identifying issues and concerns, exploring solutions, and implementing improvements; provide thorough, accurate information; learn about and understand the key processes of District work groups; learn and

apply concepts related to the Balanced Scorecard approach to performance measurement; work independently, meet deadlines, and follow through on commitments.

Interpersonal Effectiveness: Must be able to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate; ask for input, accept suggestions, work with others to solve problems, and provide recognition and encouragement; maintain effective working relationships with personnel at all organizational levels; establish and maintain confidence and credibility by remaining neutral and taking a District-wide view.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Certification by the American Society for Quality as a Quality Improvement Associate (CQIA), or equivalent, is required. ~~as a quality professional and/or other related certification is desirable.~~ Certification by the American Society for Quality as a Six Sigma Yellow Belt is highly desirable.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job. Must be willing to work overtime as needed.

ADDITIONAL INFORMATION:

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property either at the District or within the local or their own community.

Approved by the Board of Directors:

Position status: Unclassified, Non-Exempt



UNION SANITARY DISTRICT
 Established Date: 08/13/2018
 Revision Date: 08/13/2018

**Organizational Performance
 Coordinator II**
 Bargaining Unit: Professional

Class Code:
2031

SALARY RANGE

\$49.94 - \$65.54 Hourly
 \$3,994.92 - \$5,243.33 Biweekly
 \$8,655.65 - \$11,360.54 Monthly
 \$103,867.84 - \$136,326.54 Annually

DESCRIPTION:

Under general supervision in a team environment and working closely with the Organizational Performance Manager (OPM), the Organizational Performance Coordinator II (OPC II), performs advanced administrative and specialized, technical functions related to the District's quality program management and actively participates in the District's total quality and performance measurement efforts. The Organizational Performance Coordinator II provides the Team Quality Star Points and Team Coordinators with resources and support necessary to perform their functions. The Organizational Performance Coordinator II actively assists in strategic planning efforts, performance measurement, and continuous improvement to maintain and improve the District's overall effectiveness and performance. The OPC II also assists with the administration of the District's training programs. As experience and proficiency are gained, assignments become more varied and complex, and levels of independent action increase within established guidelines.

This is a technical specialist level position in the Organizational Performance Coordinator/Organizational Performance Manager (OPM) Series. This classification is alternatively staffed with the Organizational Performance Coordinator I position, and incumbents may advance to the Organizational Performance Coordinator II classification after completing the probationary period and meeting the qualifications for and demonstrating the proficiencies required of the higher-level classification. This position is distinguished from the OPM in that the latter is the most senior quality position and performs professional quality and organizational performance program management work of substantial complexity.

EXAMPLES OF DUTIES:

In conjunction with the Organizational Performance Manager:

Assist in District's Strategic Planning process by:

- Scheduling and facilitating SWOT and staff feedback sessions;
- Assembling Stakeholder inputs for review;
- Assisting in preparation of and attending presentation to Executive Team;
- Capturing ideas for new Timeline Initiatives.

Coordinate the District's organizational performance measurement program by:

- Work with teams to coordinate gathering Balanced Score Card data and verifying accuracy of data with teams;
- Transferring data from team scorecards to Districtwide scorecards;
- Updating Strategic Initiatives Timeline as directed;
- Updating and verifying Taskforce and Committee memberships in Access Database.
- Preparing draft spreadsheets for ET review, performing trend analyses.
- Preparing draft quarterly and Annual Performance reports.
- Perform, coordinate, and/or assist with data collection and analysis, including customer satisfaction data.

Coordinate District's Continual Improvement initiatives by:

- Monitoring new hires with HR;

52 of 80 Scheduling and participating in delivery of 7-Step Problem Solving and Statistical Process Control

- courses for staff;
- Staying current with new methodologies.
- Working with teams to develop lists for potential CI projects including scheduling sessions, agendaing, lead brainstorming and affinity diagramming exercises and generate lists.
- Maintain Team project listings and assist in completion of Alt Comp and standard CI project forms.
- Assisting teams in review of specific team charters.

Assist in administration of District's training programs by:

- Arranging and scheduling classes, preparing required materials, ordering refreshments if needed;
- May conduct some training if appropriate;
- Enter data and maintain the District's training database;
- Maintaining all District training related files.

Assist in facilitation and Critical Incident Debriefing by:

- Facilitating Quality Star Point and TC Orientations annually;
- Attending and assisting in specialty debrief session planning meetings;
- Assisting in preparation of specialty agendas and attending/observing such sessions;
- Serving as Timekeeper and/or Recorder during such sessions;
- Leading session feedback section of agenda;
- Recording results for future use.

Participate in related professional groups and organizations and stay current in fields related to the position. Conduct benchmarking to identify management best practices for consideration by the Executive Team.

Participate, along with the OPM, in facilitating the District's Leadership School.

Represent the District at conferences and seminars and present information about District programs.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that has led to the acquisition of the knowledge, skills and abilities as indicated above. A typical way of acquiring the knowledge, skills and abilities is:

An Associate Degree with college coursework in Business, Public Administration, or Process Oriented Studies. Two year's progressively responsible relevant experience. Experience with USD operations, policies and procedures, and Quality Improvement Associate Certification (CQIA) from American Society for Quality, or equivalent, is required. Training experience is also desired but not required.

Knowledge of: Basic principles and methods of strategic planning, continuous improvement, facilitation, organizational development, performance measurement (e.g., Balanced Scorecard), and project management. (Desired but not required)

Skill in: Assisting with groups engaged in problem-solving and strategic planning; applying continuous improvement principles and practices; working with statistical and mathematical concepts; researching, organizing and analyzing data; producing excellent written reports which include a variety of charts, graphs and other visual displays of data, Board of Directors agenda item documents, memos, conceptual documents, PowerPoint presentations, flowcharts, and guidance documents; using Microsoft Office programs including Outlook, Excel, Word, and PowerPoint. Experience with Microsoft SharePoint and Visio are also desirable.

Ability to: Understand and carry out oral and written instructions in English; learn quality principles and practices; assist in strategic planning and development of key performance metrics; work closely with staff to analyze customer needs, identifying issues and concerns, exploring solutions, and implementing improvements; provide thorough, accurate information; learn about and understand the key processes of District work groups; learn and apply concepts related to the Balanced Scorecard approach to performance measurement; work independently, meet deadlines, and follow through on commitments.

Interpersonal Effectiveness: Must be able to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate; ask for input, accept suggestions, work with others to solve problems, and provide recognition and encouragement; maintain effective working relationships with personnel at all organizational levels; establish and maintain confidence and credibility by remaining neutral and taking a District-wide view.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Certification by the American

Society for Quality as a Quality Improvement Associate (CQIA), or equivalent, is required. Certification by the American Society for Quality as a Six Sigma Yellow Belt is highly desirable.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job. Must be willing to work overtime as needed.

ADDITIONAL INFORMATION:

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property either at the District or within the local or their own community.

Approved by the Board of Directors:

Position status: Unclassified, Non-Exempt



Organizational Performance Coordinator I

Class Code:

2031

Bargaining Unit: Professional

UNION SANITARY DISTRICT

Established Date: Revision Date:

SALARY RANGE

\$43.24 - \$56.75 Hourly
 \$3,458.80 - \$4,539.68 Biweekly
 \$7,494.07 - \$9,835.97 Monthly
 \$89,928.86 - \$118,031.63 Annually

DESCRIPTION:

Under general supervision in a team environment and working closely with the Organizational Performance Manager, (OPM), the Organizational Performance Coordinator I (OPC I) performs basic administrative and specialized, technical functions related to the District's quality program management and actively participates in the District's total quality and performance measurement efforts. The Organizational Performance Coordinator I provides the Team Quality Star Points and Team Coordinators with resources and support necessary to perform their functions. The Organizational Performance Coordinator I assists in strategic planning efforts, performance measurement, and continuous improvement to maintain and improve the District's overall effectiveness and performance. The Organizational Performance Coordinator I also assists with the administration of the District's training programs. As experience and proficiency are gained, assignments become more varied and complex, and levels of independent action increase within established guidelines.

This is a sub-journey position in the Organizational Performance Coordinator/Organizational Performance Manager (OPM) Series. This classification is alternatively staffed and incumbents may advance to the Organizational Performance Coordinator II classification after completing the probationary period and meeting the qualifications for and demonstrating the proficiencies required of the higher-level classification. Incumbents must promote to the Organizational Performance Coordinator II, by obtaining certification from American Society for Quality (CQIA – Quality Improvement Associate), or equivalent, within 4 years of employment or be terminated.

EXAMPLES OF DUTIES:

In conjunction with the Organizational Performance Manager:

Assist in District's Strategic Planning process by:

- Scheduling and attending SWOT and staff feedback sessions;
- Assembling Stakeholder inputs for review;
- Attending presentations to Executive Team;
- Capturing ideas for new Timeline Initiatives.

Coordinate the District's organizational performance measurement program by:

- Work with teams to coordinate gathering Balanced Score Card data and verifying accuracy of data with teams;
- Transferring data from team scorecards to Districtwide scorecards;
- Assist in managing the Quality Star Point Program for the District;
- Updating Strategic Initiatives Timeline as directed;
- Updating and verifying Taskforce and Committee memberships in Access Database.
- Perform, coordinate, and /or assist with data collection and analysis, including customer satisfaction data.

Coordinate District's Continual Improvement initiatives by:

- Monitoring new hires with HR;
- Scheduling and participating in delivery of 7-Step Problem Solving and Statistical Process Control courses for staff;
- Working with teams to develop lists for potential CI projects including scheduling sessions, agendaing, lead brainstorming and affinity diagramming exercises and generate lists.
- Maintain Team project listings and assist in completion of Alt Comp and standard CI project forms.

- Learning the foundation/history and value of USD's team-based culture;
- Communicating and supporting such culture in all activities;
- Documenting and tracking team progress towards established goals from ET;
- Helping schedule and coordinate team chartering and other requested team related activities;
- Assisting in development of surveys to capture feedback and presentations;

Assist in administration of District's training programs by:

- Arranging and scheduling classes, preparing required materials, ordering refreshments if needed;
- Enter data and maintain the District's training database;
- Maintaining all District training related files.

Assist in facilitation and Critical Incident Debriefing by:

- Facilitating Quality Star Point and TC Orientations annually;
- Attending and observing specialty debrief session planning meetings;
- Assisting in preparation of specialty agendas and attending/observing such sessions;
- Serving as Timekeeper during such sessions;
- Leading session feedback section of agenda;
- Recording results for future use.

Participate in related professional groups and organizations and stay current in fields related to the position. Conduct benchmarking to identify management best practices for consideration by the Executive Team.

Assisting the OPM with the facilitation of the Leadership School program.

Represent the District at conferences and seminars and present information about District programs.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that has led to the acquisition of the knowledge, skills and abilities as indicated above. A typical way of acquiring the knowledge, skills and abilities is:

Completion of high school with some college coursework in Business, Public Administration, or Process Oriented Studies. Experience with USD operations, policies and procedures is highly desirable.

Knowledge of: Basic principles and methods of strategic planning, continuous improvement, facilitation, organizational development, performance measurement (e.g., Balanced Scorecard), and project management. (Desired but not required)

Skill in: Assisting with groups engaged in problem-solving and strategic planning; applying continuous improvement principles and practices; working with statistical and mathematical concepts; researching, organizing and analyzing data; producing excellent written reports which include a variety of charts, graphs and other visual displays of data, Board of Directors agenda item documents, memos, conceptual documents, PowerPoint presentations, flowcharts, and guidance documents; using Microsoft Office programs including Outlook, Excel, Word, and PowerPoint. Experience with Microsoft SharePoint and Visio are also desirable.

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Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Certification by the American Society for Quality as a (CQAI) Quality Improvement Associate as a quality professional and/or other related certification is desirable.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job.

Must be willing to work overtime as needed.

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Approved by the Board of Directors:

Position status: Unclassified, Non-Exempt



Organizational Performance Coordinator I

Class Code:

2031

Bargaining Unit: Professional

UNION SANITARY DISTRICT

Established Date: 08/13/2018

Revision Date: 08/13/2018

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Approved by the Board of Directors:

Position status: Unclassified, Non-Exempt

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 6, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Manager of Technical Services
Raymond Chau, CIP Coach
Curtis Bosick, Associate Engineer

SUBJECT: Agenda Item No. 14 - Meeting of August 13, 2018
Information Item: Solar and Cogeneration Facilities Operational Update

Recommendation

Information only.

Alvarado Wastewater Treatment Plant Solar Carport

The District completed construction of the solar carport facility located at the Alvarado Wastewater Treatment Plant at a cost of \$884,000 and began operation in September 2011. The system consists of 637 solar panels and is rated at 125 kilowatt (kW). The system rating is based on the California Energy Commission's calculation that takes into account the number of panels, the rating of each panel, and the inverter efficiency.

The District applied for the California Solar Initiative (CSI) incentive that would rebate \$0.2568 per kilowatt-hour (kWh) of power generated by the system for a period of five years from September 2011 through August 2016. PG&E, the administrator of the CSI program, approved an estimated incentive amount of \$252,850. In September 2016, the District received its final CSI incentive disbursement.

Through June 30, 2018 the Solar Carport facility has generated a total of 1,606,491 kWh of power, which equates to \$283,657 in energy savings at the Plant. Additionally, the District has received \$276,030 or approximately 109% of the estimated CSI incentive rebate from PG&E.

The total benefit of the Solar Carport is \$559,687, which represents 63.2% of simple payback for the initial construction and maintenance costs of the facility.

Irvington Pump Station Solar Facility

The District completed construction of the solar facility located at the Irvington Pump Station at a cost of \$2.85 million and began operation in April 2012. The system consists of 1,680 solar panels and is rated at 408 kW.

The District applied for the CSI incentive that would rebate \$0.15 per kWh of power generated by the system for a period of five years from June 2012 through May 2017. PG&E approved an estimated incentive amount of \$623,370. In February 2017, the District received its final CSI incentive disbursement.

Through July 2, 2018 the solar facility has generated a total of 5,455,767 kWh of power, which equates to \$1,758,231 in energy savings at the Irvington Pump Station. Additionally, the District has received \$680,632 or 109% of the estimated CSI incentive rebate from PG&E. The total benefit of the solar facility is \$2,438,863, which represents 85.5% of simple payback for the initial construction and maintenance costs of the facility.

Cogeneration Facility

The District completed construction of the Cogeneration Facility located at the Alvarado Wastewater Treatment Plant at a construction cost of \$11.8 million and the facility was fully operational in late November 2014. The facility consists of two 850-kW biogas-fueled engine generators and a packaged biogas conditioning system.

The District applied for the Self-Generation Incentive Program (SGIP) that provides financial incentives for the installation of new, qualifying self-generation equipment installed to meet all or a portion of the electric energy needs of a facility. PG&E, the administrator of the SGIP in Northern California, approved the District's application for a maximum rebate of \$3.38 million. The District received half of the total rebate from PG&E in 2015 upon successful operational testing of the facility. The other half will be paid to the District annually over the next five years and will depend on the actual electric energy generated by the facility and the actual amount of engine and exhaust heat recovered and utilized to heat the biosolids in the primary digesters.

Through June 30, 2018 the facility has generated a total of 41,513,482 kWh of power, which equates to approximately \$3,961,565 in energy savings at the plant. Additionally, the District has received \$2,583,441 or 76% of the SGIP incentive rebate from PG&E. The total benefit of the cogeneration facility is \$6,545,006, which represents 52.5% of simple payback for the initial construction and maintenance costs of the facility.

USD labor and equipment costs have not been factored into the maintenance costs of these facilities. The rationale is that no personnel or equipment has been acquired specifically for the maintenance and the work has been accommodated to date with existing resources.

Staff will provide the Board with an operational update of the solar and cogeneration facilities on a semi-annual basis. The attached Table 1 summarizes the operational data that was discussed in this update.

PRE/SEG/RC/CB:dl

Attachment: Table 1 – Solar and Cogeneration Facilities Operational Data

Union Sanitary District
Table 1 - Solar and Cogeneration Facilities Operational Data

Facility	System Rating ¹ (kW)	Energy Generated This Period ² (kWh)	Total Energy Generated To Date (kWh)	Value of Energy Generated To Date (\$)	Rebates Received To Date (\$)	Total Received or Generated (\$)	Construction Cost (\$)	Maintenance Costs To Date ⁴ (\$)	Total Costs Incurred To Date (\$)	Simple Payback To Date (%)	Simple Payback Term (Years)	Original Payback Term ⁵ (Years)	Comments
Alvarado WWTP Solar Carport	125	103,304	1,606,491	283,657	276,030	559,687	884,000	1,000	885,000	63.2%	14.8		System began operation in September 2011. Values are current through June 30, 2018.
Irvington Pump Station Solar Facility	408	320,528	5,455,767	1,758,231	680,632	2,438,863	2,850,000	1,300	2,851,300	85.5%	7.9	10.0	System began operation in April 2012. Values are current through July 2, 2018.
Cogeneration Facility ³	1,700	5,938,248	41,513,482	3,961,565	2,583,441	6,545,006	11,800,000	672,317	12,472,317	52.5%	9.7	8.9	System began operation in late November 2014. Values are current through June 30, 2018.

1) System Rating for the solar facilities is based on the number of panels, the rating of each panel, and the inverter efficiency.

2) Period is from January 2018 through June 2018.

3) The cogeneration equipment consists of two 850-kW engine generators.

4) Maintenance costs do not include USD labor or equipment costs.

5) Original payback terms for the Irvington Pump Station Solar Facility and Cogeneration Facility were calculated during the design phase. A payback period was not calculated for the Alvarado WWTP Solar Carport at the time the project was designed.



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Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: August 6, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

SUBJECT: Agenda Item No. 15 - Meeting of August 13, 2018
Information Item: **Board of Directors Internal Committee Assignments for Fiscal Year 2018**

Recommendation

Although this is typically presented as an information only item, the option to review and discuss is at the discretion of the Board President.

Background

Directors provided their preferences for internal committee assignments following the July 16, 2018, Special Board of Directors meeting. Pursuant to Policy 3070, Board Officers and Committee Membership, the following are attached: Policy 3070, internal committee assignments 2008 – present, and committee preferences and assignments for Fiscal Year 2019. Per Board Policy 3070, the President of the Board of Directors is responsible for assigning members and alternates for internal committees, and the determination of the Board President on committee assignments shall be considered final. The assignments received from President Lathi are as follows:

Committee	Board Members	Alternate #1	Alternate #2	Alternate #3
Audit	Director Kite Director Toy	Director Fernandez	Director Lathi	Director Handley
Budget & Finance	Director Kite Director Toy	Director Handley	Director Lathi	Director Fernandez
Engineering & Information Technology	Director Lathi Director Handley	Director Kite	Director Fernandez	Director Toy
Legal/Community Affairs	Director Fernandez Director Handley	Director Lathi	Director Toy	Director Kite
Legislative	Director Lathi Director Fernandez	Director Toy	Director Handley	Director Kite
Personnel	Director Fernandez Director Kite	Director Handley	Director Toy	Director Lathi

Attachments: Policy 3070, Board Officers and Committee Membership
Internal Committee Assignments 2008-Present
Committee Preferences and Fiscal Year 2019 Assignments

Union Sanitary District
Policy and Procedure Manual

Effective: 12/12/16	Boardmember Officers and Committee Membership	Policy Number 3070 Page 1 of 3
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Policy

Selection of Board Officers will be held annually at the first regular meeting in the month of July of each year. Internal Board committee memberships shall be established no later than the second regularly scheduled meeting in July of each year, following the selection of the Board Officers. External commissions/committees representatives shall be established no later than the first regularly scheduled meeting in May of each year.

Purpose

To provide a written record of the procedure approved by the Board for electing its Officers and establishing its committee memberships.

Procedure

Board Officers

1. The Officers are President, Vice President, and Secretary and the term of office shall be for one year. The Board may, by motion, amend the titles of President and Vice President to Chair and Vice Chair, respectively, provided that the Chair, regardless of title, shall act as the “president” pursuant to California Health & Safety Code Section 6486. Throughout this Policy, the titles President and Vice President shall be used interchangeably with Chair and Vice Chair.
2. The President shall preside over the meetings of the Board of Directors and be responsible for the following:
 - a. maintaining order and following the published agenda
 - b. ensuring Boardmembers are allowed to participate in discussions
 - c. allowing the public to speak on agenda items
 - d. facilitating dialog among the public, staff, and Boardmembers
 - e. appointment of members of the Board of Directors to Internal Committee assignments
 - f. signing resolutions, ordinances, and construction contracts on behalf of the District
 - g. representing the Board of Directors on issues or at events as designated by the full Board

The Vice President shall fulfill the duties of the President when the President is absent or otherwise unavailable.

The Secretary shall ensure the recording of the minutes of the Board of Directors meetings and sign the adopted Minutes, shall sign all Resolutions and Ordinances passed by the District, and shall serve as Vice President when the Vice President is absent or otherwise unavailable. If the President and Vice President are both absent, and a quorum is present, the Secretary shall preside over the meetings of the Board of Directors as the Board President.

3. At the first regularly scheduled Board meeting in July, or as soon thereafter as the item can be agendaized at a regular Board meeting, the Board shall appoint its Board Officers. During election years, the newly elected Boardmembers shall be sworn in as the first item of business on the agenda followed immediately by the selection of the Board Officers. During non-election years, the selection of the Board Officers shall be considered after the last motion item on the agenda. The Board shall elect the President, Vice-President and Secretary for one year terms. The election or removal of the President, Vice-President, or Secretary shall require a majority vote of the Board. The Board may choose to follow a rotation of officers.

The Board officers in office at the beginning of the meeting shall retain their positions until the adjournment of the meeting and the newly selected Board Officers shall assume their duties immediately following this meeting.

Internal Board Committee Memberships

1. Internal committees are: Budget and Finance; Engineering and Information Technology; Legal/Community Affairs; Legislative; Personnel; and Audit Committee. There is no fixed schedule for meetings set by this policy and appointments are made by the President, as set forth below. Notwithstanding the above, meetings are noticed and open to the public.
2. Annually, following the election of Board officers, and at the same meeting as the election of the officers, Directors shall be provided a list of the internal committees along with an internal committee interest form. The internal committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the next Board meeting.
3. The President is delegated the authority to appoint Directors to the internal committees. The President shall make every effort to rotate committee assignments and ensure a similar number of committee assignments for each Board member. Notice of internal committee membership appointments will be contained in an information item to the Board at the next regularly scheduled meeting following the selection of the Board Officers. The determination of the Board President on committee assignments shall be considered final.
4. Ad Hoc committees are called as needed by a majority vote of the Board of Directors.

External Commissions / Committee Representatives (CCR)

1. External commissions/committees include: the EBDA Commission; the Joint Powers Authority for Geographic Information Systems; the Alameda County Water District Finance Authority (ACWDFA); and the Alameda County Chapter of the California Special Districts Association.
2. Membership on the EBDA Commission shall be a maximum of two consecutive years, with a possible three years in exceptional circumstances if approved by the Board.
3. The Board of Directors will elect the representatives for External Committees no later than the first regularly scheduled Board meeting in May of each year in order to ensure the representatives may be seated for the first meeting of the new committee or commission. At the prior meeting, Directors shall be provided a list of external committees along with an external committee interest form. The external committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the meeting. The committee interests shall be compiled in a staff report by the General Manager, or designee, and provided to the Board for consideration. The Board shall elect the CCRs for one year terms or as otherwise decided by the Board majority. The election or removal of CCRs shall require a majority vote of the Board.

Management Responsibility

The General Manager will be responsible for scheduling on the Board agenda, the election or appointment of Board officers and external commissions, pursuant to the schedule shown above. The General Manager, or designee, will provide the following to the new President, with copies to the Board: (1) a list of the last ten years and current committee memberships; (2) a copy of this policy; and (3) a list of internal committee interests. In consultation with the Board President, the General Manager will also be responsible for scheduling on the Board agenda the announcement of committee appointments.

Supersedes Policy Dated: July 2004, September 2005, January 2008, September 2010, October 2013

Approved by:	Board of Directors December 12, 2016
Reviewers:	General Manager, Board of Directors, District's attorney
Notify Person:	General Manager
Review frequency:	Every 3 years
Next Review:	December 2019

Union Sanitary District

BOARDMEMBER INTERNAL COMMITTEE ASSIGNMENTS 2008 - Present

Date	Budget & Finance	Engineering & Information Technology (formerly Construction)	Legal/Community Affairs	Legislative	Personnel	Audit Committee
7/17-8/18	Tom Handley Jennifer Toy	Manny Fernandez Pat Kite	Tom Handley Anjali Lathi	Anjali Lathi Jennifer Toy	Pat Kite Jennifer Toy	Manny Fernandez Anjali Lathi
7/16-7/17	Tom Handley Anjali Lathi	Pat Kite Jennifer Toy	Tom Handley Anjali Lathi	Manny Fernandez Pat Kite	Manny Fernandez Jennifer Toy	Manny Fernandez Jennifer Toy
7/15-7/16	Manny Fernandez Pat Kite	Tom Handley Jennifer Toy	Pat Kite Anjali Lathi	Manny Fernandez Tom Handley	Manny Fernandez Jennifer Toy	Anjali Lathi Jennifer Toy
7/14-7/15	Anjali Lathi Tom Handley	Pat Kite Jennifer Toy	Pat Kite Tom Handley	Manny Fernandez Jennifer Toy	Manny Fernandez Anjali Lathi	Manny Fernandez Tom Handley
7/13-7/14	Jennifer Toy Pat Kite	Tom Handley Manny Fernandez	Anjali Lathi Tom Handley	Pat Kite Anjali Lathi	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley
7/12-7/13	Anjali Lathi Jennifer Toy	Manny Fernandez Tom Handley	Anjali Lathi Pat Kite	Pat Kite Tom Handley	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley
7/11-7/12	Anjali Lathi Jennifer Toy	Manny Fernandez Tom Handley	Anjali Lathi Pat Kite	Pat Kite Tom Handley	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley
7/10-7/11	Tom Handley Anjali Lathi	Pat Gacoscas* Manny Fernandez Jennifer Toy	Pat Kite Tom Handley	Pat Kite Anjali Lathi	Pat Gacoscas* Manny Fernandez Jennifer Toy	Pat Gacoscas* Jennifer Toy
7/09-7/10	Pat Gacoscas Anjali Lathi	Tom Handley Jennifer Toy	Pat Kite Tom Handley	Pat Kite Anjali Lathi	Pat Gacoscas Jennifer Toy	Pat Kite Jennifer Toy
7/08-7/09	Jennifer Toy Anjali Lathi	Pat Kite Tom Handley	Pat Gacoscas Anjali Lathi	Pat Kite Tom Handley	Pat Gacoscas Jennifer Toy	
7/07-7/08	Jennifer Toy Anjali Lathi	Pat Kite Jennifer Toy	Tom Handley Anjali Lathi	Pat Kite Pat Gacoscas	Pat Gacoscas Tom Handley	

*Pat Gacoscas resigned from her position, and Manny Fernandez was appointed as her replacement during FY11

Preferences						
Board Member	Budget & Finance	Engineering & IT	Legal & Community Affairs	Legislative	Personnel	Audit
Anjali	3	1	2	4	5	6
Jennifer	2	1	3	6	4	5
Manny	5	1	2	4	3	6
Pat	2	1	3	6	4	5
Tom	2	1	3	4	5	6

Committee Assignments						
Board Member	Budget & Finance	Engineering & IT	Legal & Community Affairs	Legislative	Personnel	Audit
Member	Jennifer	Anjali	Manny	Anjali	Manny	Pat
Member	Pat	Tom	Tom	Manny	Pat	Jennifer
Alternate #1	Tom	Pat	Anjali	Jennifer	Tom	Manny
Alternate #2	Anjali	Manny	Jennifer	Tom	Jennifer	Anjali
Alternate #3	Manny	Jennifer	Pat	Pat	Anjali	Tom

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168405	7/26/2018		100000015346925	CALPERS	UNFUNDED ACCRUED LIABILITY - FY 2019	\$2,555,515.00	\$2,555,515.00
168369	7/19/2018	122	42637	OWEN EQUIPMENT SALES	VACTOR 2100 PLUS WITH ROOTS 824-18" HG	\$507,966.77	\$507,966.77
168339	7/19/2018		6290	CAL SAN RISK MNGT AUTH	7/1/18 - 6/30/19 WC PROGRAM	\$284,039.00	\$284,039.00
168337	7/19/2018	143	11319618	BROWN & CALDWELL CONSULTANTS	STANDBY POWER SYSTEM UPGRADE	\$15,127.66	\$251,093.83
	7/19/2018	143	11319521		PRIMARY DIGESTER NO. 7	\$235,966.17	
168515	8/2/2018	143	19171905	MONTEREY MECHANICAL CO	DIGESTER NO. 3 INSP & REHAB	\$183,958.95	\$183,958.95
168421	7/26/2018	110	3105	EAST BAY DISCHARGERS AUTHORITY	RNWL & REPL FUND ASSES FY19	\$113,850.00	\$113,850.00
168340	7/19/2018		6342	CAL SAN RISK MNGT AUTH	07/1/18 - 06/30/19 PROPERTY INSURANCE RENEWAL	\$92,851.00	\$92,851.00
168534	8/2/2018	110	30104915	SYNAGRO WEST LLC	MAY 2018 BIOSOLIDS DISPOSAL	\$87,240.99	\$87,240.99
168370	7/19/2018		170120180706	PACIFIC GAS AND ELECTRIC	SERV TO 07/06/2018 PLANT	\$76,756.18	\$76,756.18
168371	7/19/2018	110	1258053	POLYDYNE INC	40,040 LBS CLARIFLOC C-6267	\$28,080.15	\$28,080.15
168518	8/2/2018		761520180725	PACIFIC GAS AND ELECTRIC	SERV TO 07/24/18 NEWARK PS	\$27,091.12	\$27,091.12
168387	7/19/2018		533620180622	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL CARD STMT - JUNE 2018	\$25,558.42	\$25,558.42
168425	7/26/2018	110	903617217	EVOQUA WATER TECHNOLOGIES	4612 GALS HYDROGEN PEROXIDE	\$22,119.50	\$22,479.50
	7/26/2018	170	903614660		DI WATER SYSTEM	\$360.00	
168460	7/26/2018		1	SECURANCE CONSULTING LLC	IT & INDUSTRIAL CONTROL SYSTEM PENETRATION TEST	\$20,655.00	\$20,655.00
168353	7/19/2018		11026525	HACH COMPANY	LAB\PLANT OPERATIONS DATA MANAGEMENT SYSTEM (ODMS)	\$15,910.00	\$15,910.00

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168484	8/2/2018		33471	CALIFORNIA WATER TECHNOLOGIES	41,980 LBS FERROUS CHLORIDE	\$5,253.71	\$15,297.15
	8/2/2018		33250		44,540 LBS FERROUS CHLORIDE	\$4,753.21	
	8/2/2018	110	33444		41,280 LBS FERROUS CHLORIDE	\$5,290.23	
168462	7/26/2018		20180719	STATE BOARD OF EQUALIZATION	SALES & USE TAX 4/18 - 6/18	\$14,111.00	\$14,111.00
168360	7/19/2018	136	26639	LANCE, SOLL & LUNGARD LLP	2018 GOVERNMENT AUDIT	\$14,000.00	\$14,000.00
168532	8/2/2018	171	900083220	SUEZ TREATMENT SOLUTIONS INC	BARSCREEN OVERHAUL PARTS	\$13,570.15	\$13,570.15
168407	7/26/2018	143	168474	CAROLLO ENGINEERS	NEWARK PS MOD VALVE & BOOST LINE MODS	\$965.98	\$12,769.87
	7/26/2018	143	167935		DIGESTER NO. 3 INSP & REHAB	\$9,677.76	
	7/26/2018	143	168457		PLANT ASSET CONDITION ASSESSMENT UPDATE	\$2,126.13	
168509	8/2/2018	122	876830	MANSFIELD OIL CO OF GAINSVILLE	3969 GALS ULSD CARB DIESEL	\$12,550.97	\$12,550.97
168459	7/26/2018	122	3629731	SC FUELS	3,948 GALS UNLEADED REGULAR GASOLINE	\$11,976.76	\$11,976.76
168367	7/19/2018	170	104230	MUNIQUEP, LLC	MIX PUMP REBUILD PARTS	\$11,777.23	\$11,777.23
168472	7/26/2018	143	151928	WOODARD & CURRAN INC	NEWARK BASIN MASTER PLAN/PACP UPDATE	\$11,647.29	\$11,647.29
168539	8/2/2018	123	8891	VON EUW TRUCKING	80.24 HRS DUMP FEES & 48.34 TONS 3/4 CLASS II AB	\$11,567.70	\$11,567.70
168474	8/2/2018	150	20180713	ALAMEDA COUNTY TREASURER	FY 19 BUDGET SHARE PMT	\$10,381.00	\$10,381.00
168523	8/2/2018	143	26198	RMC WATER AND ENVIRONMENT	USD PLANT MASTER PLAN	\$10,257.42	\$10,257.42
168541	8/2/2018	121	41428	WECO INDUSTRIES LLC	(1) TRANSPORTER	\$9,892.63	\$9,892.63

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168386	7/19/2018	110	887198	UNIVAR USA INC	4801 GALS SODIUM HYPOCHLORITE	\$2,355.29	\$9,419.48
	7/19/2018	110	887494		4799.5 GALS SODIUM HYPOCHLORITE	\$2,354.55	
	7/19/2018	110	886737		4700 GALS SODIUM HYPOCHLORITE	\$2,305.74	
	7/19/2018	110	887538		4900.1 GALS SODIUM HYPOCHLORITE	\$2,403.90	
168448	7/26/2018		5507	OJO TECHNOLOGY INC	INSTALLATION CAMERA	\$5,195.89	\$9,149.43
	7/26/2018		5506		INSTALLATION CAMERA	\$3,953.54	
168506	8/2/2018	171	3116	KEN GRADY CO INC	3 MSA X5000 SENSORS	\$9,126.76	\$9,126.76
168491	8/2/2018		10250039310	DELL MARKETING LP C/O DELL USA	VMWARE SERVERS SWITCH	\$8,337.47	\$8,337.47
168408	7/26/2018	173	NFJ0710	CDW GOVERNMENT LLC	BACKUP SOFTWARE RENEWAL	\$7,829.52	\$7,829.52
168442	7/26/2018	136	180702	MACLEOD WATTS INC	ACTUARIALS: OPEB VALUATION AS OF 06/30/17 & GASB 75 FOR YR ENI	\$7,800.00	\$7,800.00
168391	7/26/2018	170	192634	ADVANCED CHEMICAL TRANSPORT	HAZARDOUS MATERIAL MANAGEMENT	\$3,939.16	\$7,613.32
	7/26/2018	170	190661		HAZARDOUS MATERIAL MANAGEMENT	\$3,674.16	
168403	7/26/2018		228312	BURKE, WILLIAMS & SORENSON LLP	CIP - MAY 2018	\$1,506.96	\$6,683.56
	7/26/2018	150	228313		GENERAL LEGAL - MAY 2018	\$5,176.60	
168394	7/26/2018		4017275220180708	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/06/18 - FREMONT BLVD	\$151.59	\$6,444.48
	7/26/2018		4017274120180709		SERV TO: 07/09/18 - FREMONT BLVD	\$6,240.56	
	7/26/2018		4017420220180709		SERV TO: 07/06/18 - FREMONT BLVD	\$52.33	
168537	8/2/2018		42424	VALLEY OIL COMPANY	BULK MOTOR OIL	\$508.70	\$6,325.45
	8/2/2018	111	937619		2,000 GALS DYED DIESEL	\$5,816.75	

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168438	7/26/2018	132	22199	IEDA INC	LABOR RELATIONS CONSULTING 07/01/18 - 09/30/2018	\$6,057.00	\$6,057.00
168535	8/2/2018	110	889569	UNIVAR USA INC	4701 GALS SODIUM HYPOCHLORITE	\$2,306.23	\$5,750.98
	8/2/2018	110	889602		4800 GALS SODIUM HYPOCHLORITE	\$3,444.75	
168510	8/2/2018	170	20180727	RENAISSANCE PERE MARQUETTE HOTEL	PREPAY LODGING WEFTEC-NOEGEL, BERCASIO, HOVEY, SEPULVEDA,	\$5,555.40	\$5,555.40
168404	7/26/2018	110	33443	CALIFORNIA WATER TECHNOLOGIES	42,100 LBS FERROUS CHLORIDE	\$5,363.66	\$5,363.66
168471	7/26/2018	143	2035538	WEST YOST ASSOCIATES	FORCE MAIN CORROSION REPAIRS - PHASE 2	\$2,110.50	\$5,250.50
	7/26/2018	143	2035570		3RD SLUDGE DEGRITTER SYSTEM	\$2,505.00	
	7/26/2018	143	2035571		HYPO TANKS AND PIPING REPLACEMENT	\$635.00	
168341	7/19/2018	110	33370	CALIFORNIA WATER TECHNOLOGIES	40,680 LBS FERROUS CHLORIDE	\$4,495.40	\$4,495.40
168453	7/26/2018	111	104140	PIIAN SYSTEMS LLC	6 5-GAL ODOR NEUTRALIZERS	\$3,668.55	\$3,668.55
168361	7/19/2018	173	16323	LOOKINGPOINT INC	COMCAST MIGRATION	\$1,500.00	\$3,500.00
	7/19/2018	173	16354		COMCAST MIGRATION	\$2,000.00	
168385	7/19/2018		8268	CITY OF UNION CITY	REFUND # 21219	\$3,427.50	\$3,427.50
168345	7/19/2018		20180712	WADE COGGINS	COMPUTER NOTE	\$3,300.00	\$3,300.00
168366	7/19/2018	121	129293	MUNICIPAL MAINT EQUIPMENT INC	1 1/2" TURBINE SCRAPER 3-8" SET/ 6 PIN BOLTS	\$3,206.94	\$3,206.94
168406	7/26/2018		18755776	CANON SOLUTIONS AMERICA INC	LEASE 6 CANON COLOR COPIERS	\$3,154.15	\$3,154.15
168486	8/2/2018		18865556	CANON SOLUTIONS AMERICA INC	LEASE 6 CANON COLOR COPIERS	\$3,154.15	\$3,154.15
168526	8/2/2018	171	20180724	ROSEN CENTRE HOTEL	PREPAY LODGING SMRP - RIVERA, COOPER, STRASBURG	\$3,136.05	\$3,136.05
168514	8/2/2018	123	680082	MISSION CLAY PRODUCTS LLC	ASTD CLAY PRODUCTS	\$3,065.52	\$3,065.52

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168475	8/2/2018		4071037120180723	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/19/18-BENSON ROAD	\$2,905.04	\$3,023.86
	8/2/2018		4071038120180723		SERV TO: 07/19/18-BENSON ROAD	\$118.82	
168500	8/2/2018	141	20180730	HASLER INC.	POSTAGE BY PHONE - TMS 35928	\$3,000.00	\$3,000.00
168380	7/19/2018	143	6717	SIGNET TESTING LABS INC	FMCR2 - WELDING INSPECTION SERVICES	\$2,994.75	\$2,994.75
168426	7/26/2018		2017280	FARALLON GEOGRAPHICS INC	PLANT GIS MIGRATION TO GEOCORTEX	\$2,905.00	\$2,905.00
168490	8/2/2018	123	15422	CONSTRUCTION ZONE LLC, THE	ASTD TRAFFIC CONTROL EQUIPMENT	\$2,892.87	\$2,892.87
168350	7/19/2018	170	240541	FRANK A OLSEN COMPANY	1 ROTORK MOTOR ASSEMBLY	\$2,818.15	\$2,818.15
168390	7/19/2018	143	2035412	WEST YOST ASSOCIATES	FORCE MAIN CORROSION REPAIRS - PHASE 2	\$2,759.50	\$2,759.50
168359	7/19/2018		89453	KOFFLER ELECTRICAL MAR INC	1 MOTOR BRAKE	\$2,757.29	\$2,757.29
168436	7/26/2018	170	3M1447	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	\$2,927.25	\$2,652.19
	7/26/2018		3M4161		CREDIT: INV 3M1447 - ASTD PARTS & MATERIALS	\$-1,759.51	
	7/26/2018		3M4383		CREDIT: INV 3M1447 - ASTD PARTS & MATERIALS	\$-201.94	
	7/26/2018	170	3M3850		ASTD PARTS & MATERIALS	\$1,686.39	
168538	8/2/2018		9811321326	VERIZON WIRELESS	WIRELESS SERV 06/21/2018 - 07/20/2018	\$2,503.72	\$2,503.72
168383	7/19/2018		9707	STREAMLINE PLUMBING & DRAIN	REFUND # 21212	\$2,500.00	\$2,500.00
168428	7/26/2018		8523	FRANK BONETTI PLUMBING, INC.	REFUND # 21240	\$2,500.00	\$2,500.00
168527	8/2/2018	110	18071328	S&S TRUCKING	GRIT HAULING 07/05/2018	\$673.19	\$2,485.57
	8/2/2018	110	18071043		GRIT HAULING 07/03/2018	\$799.88	
	8/2/2018	110	18071046		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$1,012.50	

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168363	7/19/2018	170	3520	M-I-C INC	2 AIR CUSHION PRESSURE/VACUUM RELIEF VALVES	\$2,475.46	\$2,475.46
168451	7/26/2018		013720180711	PACIFIC GAS AND ELECTRIC	SERV TO 07/11/2018 BOYCE RD PS	\$2,444.04	\$2,444.04
168418	7/26/2018	122	39876	DEL CONTE'S LANDSCAPING INC	LANDSCAPE MAINTENANCE SERVICES - JULY 2018	\$1,405.00	\$2,375.00
	7/26/2018	170	39875		WEED ABATEMENT WORK JULY 2018	\$970.00	
168466	7/26/2018	110	888626	UNIVAR USA INC	4801 GALS SODIUM HYPOCHLORITE	\$2,355.29	\$2,355.29
168355	7/19/2018		9715510	HF&H CONSULTANTS, LLC	FINANCIAL PLANNING MODEL	\$2,290.00	\$2,290.00
168347	7/19/2018		20180625	DALE HARDWARE INC	06/18 - ASTD PARTS & MATERIALS	\$2,274.05	\$2,274.05
168498	8/2/2018		11044762	HACH COMPANY	(1) LBO PROBE	\$2,237.28	\$2,237.28
168338	7/19/2018		97038	BRUCE BARTON PUMP SERVICE INC	2 SUMP PUMPS	\$2,229.03	\$2,229.03
168533	8/2/2018	170	8551	SUPPORT PRODUCT SERVICES INC	ECOM COGEN EMISSIONS ANALYZER CALIBRATON	\$2,155.93	\$2,155.93
168336	7/19/2018	121	851130	BRENNTAG PACIFIC, INC.	2564 LBS SODIUM HYDROXIDE	\$695.90	\$2,081.36
	7/19/2018	121	851129		5128 LBS SODIUM HYDROXIDE	\$1,385.46	
168497	8/2/2018		9831046124	GRAINGER INC	ASTD PARTS & MATERIALS	\$2,029.98	\$2,071.26
	8/2/2018		9831640462		6 PACKS LEMON-LIME SPORTS DRINK MIX	\$41.28	
168351	7/19/2018	143	20180718	MOHAMMAD GHOURY	EXP REIMB: ESRI CONF - LODGING/AIRFARE/PER DIEM/MISC	\$2,049.82	\$2,049.82
168480	8/2/2018	170	148205	BABBITT BEARING CO INC	CERAMIC COAT PARTS	\$876.95	\$2,036.70
	8/2/2018	170	148206		CERAMIC COAT PARTS	\$1,159.75	
168412	7/26/2018		67110721	COMCAST OF CALIFORNIA,	WIRELESS INTERNET BACKUP - JULY 2018	\$1,999.38	\$1,999.38
168382	7/19/2018	171	250643700	STEVEN ENGINEERING INC	4 RED LION INTERFACES	\$1,995.17	\$1,995.17

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168397	7/26/2018		20180610	AMAZON.COM LLC	06/18 - ASTD OFFICE SUPPLIES	\$1,886.81	\$1,886.81
168447	7/26/2018	131	1011360	NCC GROUP SECURITY SERVICE LTD	LICENSE RENEWAL NGSSQUIRREL 7/30/18 - 7/29/19	\$1,855.00	\$1,855.00
168485	8/2/2018		99051933	CALTROL INC	2 PRESSURE GAUGES	\$1,822.38	\$1,822.38
168349	7/19/2018	131	93483363	ESRI INC	ESRI TRAINING CLASSES	\$605.00	\$1,815.00
	7/19/2018	131	93482810		ESRI TRAINING CLASSES	\$1,210.00	
168512	8/2/2018	143	104647	MCINERNEY & DILLON, P.C.	LEGAL SERVICES FREMONT & PASEO PADRE LS IMPROVEMENTS	\$1,809.50	\$1,809.50
168517	8/2/2018	123	129694	MUNICIPAL MAINT EQUIPMENT INC	(1) NOZZLE/ (1) ROTATING CHAIN SCRAPER/ (4) BOLT CHAIN SETS	\$4,263.13	\$1,764.12
	8/2/2018	123	130023CM		CREDIT: INV 129694 - (1) HRV NOZZLE	\$-2,499.01	
168529	8/2/2018		1860861002	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$270.52	\$1,658.99
	8/2/2018		1860861001		ASTD ELECTRICAL SUPPLIES	\$1,388.47	
168487	8/2/2018	143	168674	CAROLLO ENGINEERS	ALVARADO INFLUENT PS IMPROVEMENTS	\$1,587.71	\$1,587.71
168373	7/19/2018	170	253539	QED ENVIRONMENTAL SYSTEMS INC	COGEN GEM 5000 ANNUAL I902142 CALIBRATION	\$1,558.45	\$1,558.45
168430	7/26/2018	132	20372	FUTURE INDUSTRIAL TECHNOLOGIES	2018 INDUSTRIAL ERGO TRAINING - DEPOSIT	\$1,557.91	\$1,557.91
168362	7/19/2018	170	67885117	MCMASTER SUPPLY INC	10 EA FLAT SPRAY NOZZLES	\$165.00	\$1,548.37
	7/19/2018		67537060		ASTD PARTS & MATERIALS	\$1,114.07	
	7/19/2018	170	67659169		3 EA ADAPTERS	\$51.54	
	7/19/2018	170	67659701		ASTD PARTS & MATERIALS	\$74.38	
	7/19/2018	122	67537747		4 HIGH-PRESSURE PIPE FITTINGS	\$73.17	
	7/19/2018	170	67660574		5 PACKS WORM-DRIVE CLAMPS	\$70.21	

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168352	7/19/2018	122	1841083636	GOODYEAR COMM TIRE & SERV CTRS	1 TUBE	\$16.47	\$1,503.97
	7/19/2018	122	1841083624		3 TIRES	\$1,487.50	
168378	7/19/2018	110	18062511	S&S TRUCKING	TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$472.50	\$1,485.00
	7/19/2018	110	18062930		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$472.50	
	7/19/2018	110	18062965		TEMPORARY GRIT HAULING 4/1/18 TO 6/30/18	\$540.00	
168450	7/26/2018	111	190498	PACIFIC COAST CHEMICALS CO	CAPTOR Calcium Thiosulfate	\$1,484.92	\$1,484.92
168440	7/26/2018	141	ACRD008	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE - JUNE 2018	\$817.05	\$1,460.50
	7/26/2018	173	201635854		DATA/MEDIA OFF-SITE STORAGE - JUNE 2018	\$304.92	
	7/26/2018	141	ACKX679		OFF-SITE STORAGE AND SERVICE - JUNE 2018	\$338.53	
168398	7/26/2018	120	11041	AMERICAN DISCOUNT SECURITY	06/01/18 - 06/29/18 GUARD AT DISTRICT GATE	\$1,449.00	\$1,449.00
168376	7/19/2018	143	26158	RMC WATER AND ENVIRONMENT	FORCE MAIN CONDITION ASSESSMENT	\$1,400.75	\$1,400.75
168422	7/26/2018		5777	ENERGY CHOICE INC	(1) LUBE OIL FILTER	\$1,372.03	\$1,372.03
168504	8/2/2018		1061942	INDUSTRIAL SAFETY SUPPLY	4 CYL ASTD CAL GASES	\$1,265.56	\$1,265.56
168488	8/2/2018	122	54K122999	CINTAS CORPORATION NO. 2	ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$17.22	\$1,259.24
	8/2/2018		54K122998		UNIFORM LAUNDERING & RUGS	\$225.85	
	8/2/2018		54K126580		UNIFORM LAUNDERING SERVICE	\$219.39	
	8/2/2018	122	54K126582		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$17.22	
	8/2/2018		54K122997		UNIFORM LAUNDERING SERVICE	\$580.17	
	8/2/2018		54K126581		UNIFORM LAUNDERING & RUGS	\$199.39	

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168441	7/26/2018	173	16389	LOOKINGPOINT INC	ANNUAL PHONE AND NETWORK SUPPORT	\$1,225.00	\$1,225.00
168331	7/19/2018	170	180601956	AIRTECH MECHANICAL INC	JUNE 2018: SEMI-ANNUAL PREVENTATIVE MAINT BOYCE PUMP STATIC	\$286.00	\$1,201.00
	7/19/2018	170	180602004		JUNE 2018: FILTER CHANGE BLDGS 54, 63, 81, 90	\$915.00	
168358	7/19/2018	134	298177	KAMAN INDUSTRIAL TECHNOLOGIES	ASTD PARTS & MATERIALS	\$217.23	\$1,191.28
	7/19/2018	134	321308		ASTD PARTS & MATERIALS	\$357.25	
	7/19/2018	134	78045		ASTD PARTS & MATERIALS	\$616.80	
168344	7/19/2018	170	30210	CH BULL COMPANY	SERVICE WINCH W 1003 FOR FMC	\$1,158.61	\$1,158.61
168476	8/2/2018	136	843178	ALLIANT INSURANCE SERVICES INC	07/18-07/19 CRIME RENEWAL	\$1,148.00	\$1,148.00
168513	8/2/2018		68837048	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$1,051.19	\$1,125.25
	8/2/2018		68932223		ASTD PARTS & MATERIALS	\$74.06	
168343	7/19/2018	173	NDG1626	CDW GOVERNMENT LLC	RENEW SUPPORT FOR BACKUP ROUTERS	\$1,125.00	\$1,125.00
168402	7/26/2018	121	853274	BRENNTAG PACIFIC, INC.	2564 LBS SODIUM HYDROXIDE	\$692.73	\$1,040.68
	7/26/2018	121	853548		1282 LBS SODIUM HYDROXIDE	\$347.95	
168542	8/2/2018		20180802	SHARON WEST	EXP REIMB: OPTIMUM CONFERENCE REG & AIRFARE	\$1,007.18	\$1,007.18
168365	7/19/2018		8478	MR. ROOTER PLUMBING	REFUND # 21213	\$1,000.00	\$1,000.00
168496	8/2/2018		9742.1	FIX-IT PLUMBING INC	REFUND # 21256	\$500.00	\$1,000.00
	8/2/2018		9742		REFUND # 21257	\$500.00	
168508	8/2/2018	132	1462975	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES - CALPERS AUDIT - UNIFORMS	\$1,000.00	\$1,000.00

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168399	7/26/2018	143	1137822.3	BAY AREA NEWS GROUP EAST BAY	ADS: NOTICE OF AVAL & INTENT REF# 6168799	\$183.69	\$965.25
	7/26/2018	130	1137822.1		ADS: 2019 PROPERTY TAX ROLL PUBLIC HEARING REF#6157281	\$301.86	
	7/26/2018	143	1137822.2		ADS: BID - CAST IRON /PIPE LINING PHASE VII /REF#6162963	\$479.70	
168479	8/2/2018		11631649	AT&T	SERV: 06/13/18 - 07/12/18	\$66.05	\$955.66
	8/2/2018		11631650		SERV: 06/13/18 - 07/12/18	\$87.59	
	8/2/2018		11631648		SERV: 06/13/18 - 07/12/18	\$42.94	
	8/2/2018		11631646		SERV: 06/13/18 - 07/12/18	\$759.08	
168456	7/26/2018	110	7679	RECOLOGY SONOMA MARIN	GRIT DISPOSAL - 2018 APRIL	\$903.61	\$903.61
168468	7/26/2018	110	3850000034315	VASCO ROAD LANDFILL	LANDFILL DISPOSAL FEES FOR SEWER DEBRIS	\$903.43	\$903.43
168469	7/26/2018	170	906245	VINCENT ELECTRIC MOTOR CO	APS 3 REBUILD	\$881.01	\$881.01
168364	7/19/2018	170	24037519	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$482.02	\$841.26
	7/19/2018	171	24038734		ASTD PARTS & MATERIALS	\$359.24	
168478	8/2/2018	143	20180723	IMAGINIT TECHNOLOGIES, ASCENT, RAND W	AUTOCAD TRAINING COURSE - GHOURY, M. / LEMOS, D.	\$825.00	\$825.00
168449	7/26/2018		9621	OVERTON MOORE PROPERTIES	REFUND # 21247	\$800.00	\$800.00
168429	7/26/2018	141	10170	FREMONT EXPRESS COURIER SVC	COURIER SVCS: JUNE 2018 DAILY MAIL/2 BOARDMEMBER DELIVERY	\$795.00	\$795.00
168520	8/2/2018		20180710025950	RED WING BUS ADVANTAGE ACCT	SAFETY SHOES: STRASBURG/ LEE/ GRABOWSKI/ CHAPARRO	\$792.34	\$792.34
168446	7/26/2018	171	1680953	MOBILE MODULAR MANAGEMENT CORP	FMC TRAILER RENTAL - JULY 2018	\$762.77	\$762.77
168424	7/26/2018	113	1117741	ENTHALPY ANALYTICAL LLC	39 LAB SAMPLE ANALYSIS	\$660.00	\$760.00
	7/26/2018	113	1117723		6 LAB SAMPLE ANALYSIS	\$100.00	

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168452	7/26/2018		20180723	PETTY CASH	PETTY CASH REPLENISHMENT	\$751.52	\$751.52
168435	7/26/2018	123	1918555	HANSON AGGREGATES INC	9.99 TONS 1/2 MED TYPE A AC-R	\$750.35	\$750.35
168354	7/19/2018	123	1918139	HANSON AGGREGATES INC	9.81 TONS 1/2 MED TYPE A AC-R	\$736.98	\$736.98
168493	8/2/2018	170	9337484426	EMEDCO INC	(2) BLDG SIGNS: WHITE BACKGROUND WITH BLUE LETTERS	\$692.90	\$692.90
168522	8/2/2018		353408	RKI INSTRUMENTS INC	84 BATTERIES	\$691.43	\$691.43
168524	8/2/2018	170	59276	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$687.46	\$687.46
168342	7/19/2018	136	4026285032	CANON SOLUTIONS AMERICA INC	MTHLY MAINTENANCE BASED ON USE	\$682.53	\$682.53
168375	7/19/2018	170	352624	RKI INSTRUMENTS INC	ASTD PARTS & MATERIALS	\$876.63	\$679.08
	7/19/2018	170	CM353411		CREDIT: INV 352624 - (3) BATTERIES	\$-395.10	
	7/19/2018	170	351785		2 OXYGEN SENSORS	\$197.55	
168505	8/2/2018	170	896598	KAMAN INDUSTRIAL TECHNOLOGIES	ASTD PARTS & MATERIALS	\$678.23	\$678.23
168401	7/26/2018	141	12742140	BLAISDELL'S	6 BX LIQUID CREAMER/ 1 DESK PROTECTOR	\$51.46	\$677.57
	7/26/2018	136	12741570		1 SIT-STAND STATION FOR DUAL MONITORS	\$581.66	
	7/26/2018	141	12720381		1 EA STAMP	\$44.45	
168395	7/26/2018	170	5187630	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$670.58	\$670.58
168392	7/26/2018	170	9954711499	AIRGAS NCN	CYLINDER RENTAL	\$667.30	\$667.30
168481	8/2/2018	136	2522120446	BANK OF NEW YORK	JUNE 2018 SERVICE FEES	\$667.28	\$667.28
168333	7/19/2018	136	2522112937	BANK OF NEW YORK	MAY 2018 SERVICE FEE	\$657.58	\$657.58
168411	7/26/2018	132	42929	CLAREMONT BEHAVIORAL SERVICES	AUG 2018 EAP PREMIUMS	\$648.60	\$648.60

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168357	7/19/2018	113	3033253870	IDEXX DISTRIBUTION INC	2 ENTEROLERT/ 2 COLILERT-18	\$636.93	\$636.93
168427	7/26/2018	123	1385628	FERGUSON ENTERPRISES, INC.	ASTD PARTS & MATERIALS	\$632.56	\$632.56
168492	8/2/2018	173	397136	DLT SOLUTIONS, LLC	AWS CLOUD STORAGE - MAY 2018	\$622.27	\$622.27
168437	7/26/2018		603049746	HILLYARD/SAN FRANCISCO	JANITORIAL SUPPLIES	\$599.55	\$599.55
168445	7/26/2018	170	180756	METROMOBILE COMMUNICATIONS INC	ANNUAL RADIO SERVICE - JULY 2018	\$599.08	\$599.08
168368	7/19/2018		25370	NIXON-EGLI EQUIP OF S. CAL	5 ROOT SAW BLADES	\$583.06	\$583.06
168499	8/2/2018		1922076	HANSON AGGREGATES INC	7.51 TONS 1/2 MED TYPE A AC-R	\$566.11	\$566.11
168400	7/26/2018		21441800	BECK'S SHOES	SAFETY SHOES: L. CARDENAS/ C. FERNANDEZ/ S. CALVO	\$560.85	\$560.85
168494	8/2/2018		1096234	ENTHALPY ANALYTICAL LLC	2 LAB SAMPLE ANALYSIS	\$50.00	\$555.00
	8/2/2018		1089297		24 LAB SAMPLE ANALYSIS	\$505.00	
168372	7/19/2018	111	257036	PRESTIGE LENS LAB	SAFETY GLASSES - VONG, K.	\$267.79	\$535.58
	7/19/2018	111	257038		SAFETY GLASSES - SOTH, S.	\$267.79	
168464	7/26/2018		1055084740	TPX COMMUNICATIONS	WIRELESS INTERNET BACKUP - JULY	\$505.97	\$505.97
168374	7/19/2018		8453	RAPID (TRIPLE A) PLUMBING	REFUND # 21208	\$500.00	\$500.00
168377	7/19/2018		8448	ROOTER HERO	REFUND # 21207	\$500.00	\$500.00
168417	7/26/2018		9754	DANIEL DALAROSSA	REFUND # 21235	\$500.00	\$500.00
168458	7/26/2018		9719	ROOTER HERO	REFUND # 21242	\$500.00	\$500.00
168463	7/26/2018		8397	STREAMLINE PLUMBING & DRAIN	REFUND # 21239	\$500.00	\$500.00
168473	7/26/2018		9722	WRIGHT BROTHERS BUILDERS INC	REFUND # 21237	\$500.00	\$500.00

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168507	8/2/2018		9738	KING TRENCHLESS	REFUND # 21255	\$500.00	\$500.00
168525	8/2/2018		9734	ROOTER HERO	REFUND # 21254	\$500.00	\$500.00
168516	8/2/2018		24039306	MOTION INDUSTRIES INC	(6) AIR FILTER ELEMENTS	\$475.80	\$475.80
168457	7/26/2018		20180723	THERESA RODRIGUEZ	4TH QTR FY18 ALT COMP SPECIAL RECOGNITION	\$450.00	\$450.00
168439	7/26/2018		1061770	INDUSTRIAL SAFETY SUPPLY	(6) DZ MAXIFLEX NITRILE COATED GLOVES	\$238.75	\$433.75
	7/26/2018	123	1060803		ENTRY WINCH RECERT	\$195.00	
168495	8/2/2018	170	1382052	FERGUSON ENTERPRISES, INC.	ASTD PARTS & MATERIALS	\$353.57	\$433.12
	8/2/2018	170	1384466		ASTD PARTS & MATERIALS	\$79.55	
168410	7/26/2018	150	68568	CITYLEAF INC	PLANT MAINTENANCE - JULY 2018	\$431.86	\$431.86
168409	7/26/2018	122	54K125700	CINTAS CORPORATION NO. 2	ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$17.22	\$431.00
	7/26/2018		54K125698		UNIFORM LAUNDERING SERVICE	\$219.39	
	7/26/2018		54K125699		UNIFORM LAUNDERING & RUGS	\$194.39	
168519	8/2/2018	120	08G0036018380	NESTLE WATERS NO. AMERICA READYREFR	WATER SERVICE 06/07/18 - 07/06/18	\$414.16	\$414.16
168489	8/2/2018	123	273444	CLARK'S HOME AND GARDEN INC	7 TONS PEA GRAVEL	\$407.17	\$407.17

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168483	8/2/2018		12762871	BLAISDELL'S	2 PK FILE FOLDERS	\$32.25	\$387.78
	8/2/2018	141	12756130		ASTD OFFICE SUPPLIES	\$81.97	
	8/2/2018	136	12720801		SIT-STAND STATION EXTENSION	\$65.77	
	8/2/2018	136	12741571		SIT-STAND STATION EXTENSION	\$65.77	
	8/2/2018		12754250		ASTD OFFICE SUPPLIES	\$63.57	
	8/2/2018		12762870		ASTD OFFICE SUPPLIES	\$78.45	
168540	8/2/2018	113	8082922437	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$373.30	\$373.30
168332	7/19/2018	170	25411	ALLIED FLUID PRODUCTS CORP	250FT VINYL TUBING	\$366.78	\$366.78
168461	7/26/2018		20180723	ROBERT SIMONICH	EXP REIMB: SAFETY RECOGNITION 9 EMPLOYEES	\$356.40	\$356.40
168420	7/26/2018	110	201864	DUBLIN SAN RAMON SVCS DISTR	FY18-19 BAY AREA CHEMICAL CONSORTIUM BIDDING PARTICIPATION I	\$340.00	\$340.00
168348	7/19/2018	113	870850	ENVIRONMENTAL RESOURCE ASSOC	3 TRACE METALS QCS	\$331.01	\$331.01
168431	7/26/2018		20180725	MOHAMMAD GHOURY	TUITION REIMB - SPRING 2018	\$322.70	\$322.70
168413	7/26/2018		20180725	MITCHELL COSTELLO	EXP REIMB: RETIREMENT RECOGNITION PARTY - D. DRAKE	\$305.00	\$305.00
168389	7/19/2018		9810003633	VERIZON WIRELESS	WIRELESS SERV 06/02/18-07/01/18 & (6) IPADS	\$299.85	\$299.85
168455	7/26/2018		141085	PREFERRED ALLIANCE INC	JUNE 2018 SERVICE FEE	\$298.96	\$298.96
168384	7/19/2018	111	20180713	SWRCB - STATE WATER RESOURCES	WASTEWATER PLANT OPERATOR GRADE V EXAM - A. BERLING	\$295.00	\$295.00
168379	7/19/2018	170	85340220180625	SAN FRANCISCO WATER DEPT	SERVICE 05/22/2018 TO 06/21/2018	\$272.98	\$272.98
168531	8/2/2018	141	20180701	SPOK INC	JULY 2018 PAGER SERVICE	\$269.18	\$269.18
168511	8/2/2018	111	138217	MAZZEI INJECTOR	6 INJECTORS	\$267.00	\$267.00

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168396	7/26/2018	170	25606	ALLIED FLUID PRODUCTS CORP	ASTD PARTS & MATERIALS	\$222.48	\$222.48
168528	8/2/2018	170	85340220180724	SAN FRANCISCO WATER DEPT	SERVICE 06/22/2018 TO 07/23/2018	\$215.33	\$215.33
168388	7/19/2018	122	41186	VALLEY OIL COMPANY	1 DRUM DEF FLUID	\$214.29	\$214.29
168423	7/26/2018	136	90103915583	ENTERPRISE GOV 43-1514861	RENTAL: J. ROJO, LAS VEGAS, NV	\$207.92	\$207.92
168393	7/26/2018	141	1517	ALAMEDA COUNTY TREASURER	69 ASSESSOR MAPS	\$207.00	\$207.00
168536	8/2/2018	136	98XW53278	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 07/07/18	\$200.34	\$200.34
168334	7/19/2018	123	21421200	BECK'S SHOES	SAFETY SHOES: T. HERLIHY	\$194.99	\$194.99
168381	7/19/2018		8482	STAR ROOTER AND PLUMBING	REFUND # 21214	\$150.00	\$150.00
168482	8/2/2018	144	21461800	BECK'S SHOES	SAFETY SHOES: J. SOTO	\$148.57	\$148.57
168477	8/2/2018	170	25624	ALLIED FLUID PRODUCTS CORP	100 FT VINYL TUBING	\$146.80	\$146.80
168502	8/2/2018		603055384	HILLYARD/SAN FRANCISCO	JANITORIAL SUPPLIES	\$142.06	\$142.06
168432	7/26/2018	173	20180720	MICHAEL GILL	EXP REIMB: HAND TOOLS	\$140.71	\$140.71
168465	7/26/2018	123	123168	TRI-SIGNAL INTEGRATION INC	FIRE PROTECTION SERVICE - MONTHLY CHARGE MONITORING AGREE	\$133.33	\$133.33
168346	7/19/2018	130	3133362	DAILY JOURNAL CORPORATION	AD: NOTICE OF FILING REPORT & PUBLIC HEARING	\$122.50	\$122.50
168521	8/2/2018		95650	REMOTE SATELLITE SYSTEMS INT'L	IRIDIUM SVC FEE AUGUST 2018	\$112.00	\$112.00
168543	8/2/2018	172	20180731	WILSON WONG	EXP REIMB: MILEAGE - ROCKWELL TRAINING	\$100.72	\$100.72
168415	7/26/2018		20180724.1	CWEA	CERTIFICATE RENEWAL: G. CALANOG	\$97.00	\$97.00
168416	7/26/2018	110	20180723	CWEA	CERTIFICATE RENEWAL - GRILLO, T. - GRADE II LAB TCP	\$92.00	\$92.00

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168434	7/26/2018	171	9824380340	GRAINGER INC	4 PAIR BIFOCAL SAFETY READING GLASSES	\$68.20	\$90.88
	7/26/2018		9824016696		CREDIT FOR 1 PRESSURE GAUGE, INV 9811982512	\$-183.60	
	7/26/2018	111	9825148464		ASTD HAND TOOLS	\$163.22	
	7/26/2018	170	9821769107		6 EA PIPE INSERTS	\$43.06	
168443	7/26/2018	170	77898924	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - JUNE 2018	\$82.92	\$82.92
168454	7/26/2018		20180724	RIC PIPKIN	EXP REIMB: INSOLES	\$76.46	\$76.46
168356	7/19/2018	170	5781845	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$22.61	\$71.06
	7/19/2018	170	5781844		1 O-RING KIT	\$48.45	
168433	7/26/2018	144	484984327	GLACIER ICE COMPANY INC	48 7-LB BAGS OF ICE	\$70.56	\$70.56
168414	7/26/2018		20180724	CWEA	CLASS REG: G. CALANOG	\$65.00	\$65.00
168419	7/26/2018		615320180720	DISH NETWORK	AUG 2018 - SERVICE FEE	\$60.90	\$60.90
168335	7/19/2018		12733660	BLAISDELL'S	1 CLEAR POCKET BINDER	\$2.48	\$58.78
	7/19/2018		12733280		ASTD OFFICE SUPPLIES	\$18.81	
	7/19/2018		12734860		1 PK CARD STOCK	\$13.49	
	7/19/2018		12731880		1 - 5 TAB INDEX	\$17.97	
	7/19/2018	130	12738540		30 ASTD MAGNETS	\$6.03	
168470	7/26/2018	113	8082823278	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$57.77	\$57.77
168444	7/26/2018	122	68009194	MCMASTER SUPPLY INC	2 EXPANSION PLUGS	\$46.06	\$46.06
168501	8/2/2018	110	1272435	HAYWARD WATER SYSTEM	WATER SERV 05/08/18 - 07/09/18	\$41.19	\$41.19

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168530	8/2/2018	120	8122768071218	SIERRA SPRING WATER COMPANY	BOTTLESS COOLERS RENTAL	\$19.98	\$19.98
168503	8/2/2018	122	5784738	HOSE & FITTINGS ETC	1 PIPE ADAPTER	\$9.58	\$9.58
168467	7/26/2018	136	98XW53268	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 06/30/18	\$4.03	\$4.03

Invoices:

Credit Memos :	5	-5,039.16
\$0 - \$1,000 :	173	61,954.06
\$1,000 - \$10,000 :	92	278,337.59
\$10,000 - \$100,000 :	20	533,229.54
Over \$100,000 :	6	3,881,295.89
Total:	296	4,749,777.92

Checks:

\$0 - \$1,000 :	103	45,487.69
\$1,000 - \$10,000 :	83	261,337.78
\$10,000 - \$100,000 :	21	546,528.90
Over \$100,000 :	6	3,896,423.55
Total:	213	4,749,777.92

St. Helena to pay \$21,000 fine for wastewater violation

[Jesse Duarte](#) St. Helena Reporter

Jul 25, 2018

The city of St. Helena will pay a fine of \$21,000 for discharging effluent from the wastewater treatment plant last year that failed to meet state standards.

In a July 12 letter, the San Francisco Bay Regional Water Quality Control Board notified the city of seven violations involving effluent released from January through March 2017 that contained levels of cyanide that exceeded state regulations.

The staff of the Public Works Department does not believe the cyanide sample results are valid, according to Felix Hernandez, utilities operations manager. The readings reported by the state apparently resulted from city staff using ascorbic acid to de-chlorinate effluent – a process that’s been known to cause a false positive for cyanide, Hernandez told the City Council on Tuesday.

However, based on staff’s recommendation, the council agreed to pay the mandatory minimum fine of \$21,000 — \$3,000 for each violation – rather than contest the findings and trigger an expensive and possibly unsuccessful appeal.

“If we went back and they started diving into it further, it may end up being even costlier,” said Councilmember Peter White.

The state’s Water Code requires a minimum penalty of \$3,000 for such violations, and allows more severe penalties of up to \$10,000 per day.

During the next effluent discharge season, the city will use an alternative chemical, calcium thiosulfate, to de-chlorite the effluent instead of ascorbic acid, Hernandez told the council.

The plant is already under a cease-and-desist order to meet more stringent treatment standards. The city is working with the state to upgrade the plant so that it will meet the new standards.